BC GUIDE

PROGRAMS AND SERVICES OF THE PROVINCIAL GOVERNMENT

1991

A Service Quality B.C. Initiative

- MINISTRIES
- CROWN CORPORATIONS
- GOVERNMENT AGENCIES
- LEGISLATION BY MINISTRY
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BC GUIDE

PROGRAMS
AND SERVICES
OF THE
PROVINCIAL
GOVERNMENT

Service Quality
BC

Canadian Cataloguing in Publication Data

Service Quality B.C.
BC Guide, programs and services of the provincial government — 1991 –

Annual
ISSN 1183-8507 — BC Guide, programs and services of the provincial government.

1. Executive departments — British Columbia — Directories. 2. Administrative agencies — British Columbia — Directories. 3. British Columbia — Politics and government — Directories.
I.Title.

JL427.S47 354.711'00025 C91-092253-5

92-00298/

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The information in this guide is up-to-date as of June 1, 1991.

Introduction

The BC Guide is a Service Quality B.C. initiative, a joint project undertaken by all provincial government ministries to improve service to the people of British Columbia. All program and service information has been provided by individual ministries.

The guide is a reference resource listing programs and services provided by the government of British Columbia. It contains brief descriptions of programs and services, and provides addresses and telephone numbers for government offices. It also describes all provincial ministries, Crown corporations and agencies.

The guide was developed as a result of regional visits by Service Quality B.C. in the fall of 1990, during which front-line staff and managers across the province indicated that a guide to government programs and services would be a valuable resource to help them to serve their customers better.

The BC Guide to Programs and Services of the Provincial Government will be published annually, or more frequently when required.

Continuous improvement is one of the guiding principles of service quality. If you have any suggestions for improvements to the guide, please fill in the questionnaire at the beginning of the guide and return to: Service Quality B.C. Secretariat, 230, 333 Quebec Street, Victoria V8V 1X4. Your suggestions will be incorporated into the next edition of the guide.

Acknowledgements

The BC Guide is the result of hard work and dedication on the part of many individuals across all ministries of the provincial government.

Thank you to all Deputy Ministers for your leadership in launching the Service Quality B.C. initiative.

Thank you to all ministry Service Quality co-ordinators for your advice and assistance along the way.

Thank you to all the BC Guide ministry representatives (*see* page vi) who gathered the ministry data for this guide and kept it updated as we worked toward the publication date.

Thank you to the regional front-line staff and managers who understood what their customers needed and insisted that a guide was a must for government.

Thank you to staff at the Ontario Ministry of Government Services for sharing information about the KWIC Index to Services.

Thank you to the user group (both public and private sector individuals), who reviewed the ministry data and indexing, and will continue to monitor the guide and make suggestions for improvements in the future.

Thank you to the Public Affairs Bureau for expert advice.

Thank you to the dedicated team at the Queen's Printer.

And thank you everyone else who helped out with advice, enthusiasm and support.

How to Use the BC Guide

The BC Guide to Programs and Services of the Provincial Government is arranged by ministry in alphabetical order. The Key Word Index, also arranged alphabetically, contains the proper titles of all provincial government programs and services, as well as key words, or subject headings, identifying the nature of the programs or services. The index pages are easily visible by the vertical grey bar along the outside edge of each page.

If you know the title of the program or service you need, find the entry in the Key Word Index. After the name of the program or service, at the right side of the page, is a code that identifies the ministry responsible, followed by the page number. Turn to the indicated page to find the required information immediately under the ministry code.

If you do not know the title of the program or service, look in the Key Word Index for key words that describe the subject of the program or service you need. Government services or programs pertaining to the key word subject are listed beneath the key word, followed by the ministry code and page number where the service or program can be found.

For example, if you are seeking information on driver's licences, you could look under the key word "drivers," where you will find:

Key Words	**Ministry Code**	**Page**
drivers		
• licences, regional offices	SG 30	444

If you look under "licences", you would find:

licences		
• bingos, casinos, raffles, and appeals	SG 11	429
• drivers, driver training schools	SG 30	444

If you look under "Driver Licensing", which is the proper name of the program, you will find:

Driver Licensing	SG 30	444

The key word index also contains a cross-referencing system. The cross-reference will lead you to key words used in the index to identify certain subject areas. For example, if you look under "cars", you will find:

cars
see MOTOR VEHICLES

Cross-references (*see* or *see also*) are always listed in italics, followed by the suggested key words in capital letters.

Ministry Codes

Government of British Columbia	LEG
Advanced Education, Training and Technology	AETT
Agriculture, Fisheries and Food	AGRI
Attorney General	ATG
Development, Trade and Tourism	DTT
Education	EDUC
Energy, Mines and Petroleum Resources	EMPR
Environment	ENV
Finance and Corporate Relations	FIN
Forests	FOR
Health and Minister Responsible for Seniors	HLTH
Labour and Consumer Services	LABC
Lands and Parks	LP
Municipal Affairs, Recreation and Culture	MARC
Native Affairs	NATA
Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration	PSEC
Social Services and Housing	SSH
Solicitor General	SG
Transportation and Highways	THWY
Women's Programs and Government Services and Minister Responsible for Families	WPGS
Crown Corporations and Other Agencies	CC

BC Guide Ministry Representatives

If you are unable to locate the ministry information you require, call the appropriate representative for assistance.

Ministry	Name	Phone
Advanced Education, Training and Technology	Nancy Letkemam	387-3996
Agriculture, Fisheries and Food	Merv Scott	356-1856
Attorney General	Dawna Desrosiers	387-5937
Development, Trade and Tourism	Liz Bicknell	356-7033
Education	Bill Stavdal	356-2482
Energy, Mines and Petroleum Resources	Darlene Snider	356-1121
Environment	John Bones	356-9306
Finance and Corporate Relations	Dianne George	387-9215
Forests	Ben Pires	387-5255
Health and Minister Responsible for Seniors	Graydon Gibson	387-2318
Labour and Consumer Services	Rosa Munzer	387-3349
Lands and Parks	Shawn Robins	356-7046
Municipal Affairs, Recreation and Culture	Marcia Farquhar	387-4100
Native Affairs	Andrew Mordan	356-9090
Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration	Scott Duncan	387-1311
Social Services and Housing	Judy Tsukijima	387-6485
Solicitor General	Bill MacKay	387-5008
Transportation and Highways	Betty Nicholson	387-3198
Women's Programs and Government Services and Minister Responsible for Families	Carol Beaver	387-0511

How to Order the BC Guide

Information on ordering the BC Guide to Government Programs and Services is available from:

Queen's Printer
563 Superior Street
Victoria   V8V 4R6

Phone 387-6409
Outside Victoria: 1-800-663-6105 (toll free)

Orders may be placed directly with the Queen's Printer, or the Queen's Printer will supply the names of local bookstores where a copy of the guide can be purchased.

How to Recycle the BC Guide

When a new edition of this guide is published, do not throw this one out. For information on recycling, call the British Columbia Buildings Corporation (BCBC) at 387-7234, or call one of the recycling depots listed below.

REGION 1

3151 Barons Road
Nanaimo V9T 5W5
Phone 755-2245 FAX 755-2439

4464 Markham Road
Victoria V8Z 5N3
Phone 479-8253 FAX 356-8542

527 Michigan Street
Victoria V8V 1S1
Phone 387-1371 FAX 387-3571

914B Yates Street
Victoria V8V 1T8
Phone 387-1584 FAX 387-3105

REGION 2

205, 2776 Bourquin Crescent West
Abbotsford V2S 6A4
Phone 852-5381 FAX 852-5362

103, 4570 Canada Way
Burnaby V5G 1J7
Phone 660-5640 FAX 660-4988

9 East Columbia Street
New Westminster V3L 3V5
Phone 660-7422 FAX 660-7319

500 Lougheed Highway
Port Coquitlam V3C 4J2
Phone 524-7321 FAX 524-7424

126, 800 Hornby Street
Vancouver V6Z 2C5
Phone 660-3021 FAX 660-3139

730, 1285 West Broadway
Vancouver V6H 3X8
Phone 660-1670 FAX 660-1873

REGION 3

441 Columbia Street
Kamloops V2C 2T3
Phone 828-4460 FAX 828-4350

552 Stanley Street
Nelson V1L 1N2
Phone 354-6191 FAX 354-6199

3732 Opie Crescent
Prince George V2N 4P7
Phone 562-2470 FAX 565-6014

4825 Keith Avenue
Terrace V8G 1K7
Phone 638-3221 FAX 638-3499

150 First Avenue North
Williams Lake V2G 1Y8
Phone 398-4635 FAX 398-4216

Other Sources of B.C. Government Information

BLUE PAGES

For the phone numbers and addresses of government offices providing services in your community, refer to the **Blue Pages** of your telephone directory. All levels of government — federal, provincial and municipal — are listed in the **Blue Pages**.

ENQUIRY B.C.

Victoria: Phone 387-6121
Vancouver: Phone 660-2421
Other communities: Phone 1-800-663-7867 (toll free)

Enquiry B.C. provides telephone enquiry and expert referral services concerning provincial government programs for all residents of British Columbia.

TOLL FREE INFORMATION LINES

For a list of British Columbia government toll free numbers, *see* the following page.

B.C. Government Toll Free Information Lines

The following toll free telephone numbers provide people throughout British Columbia with equal access to government information. Use of toll free lines is charged to the government on a per call basis. People in the Lower Mainland and Victoria can contact most provincial offices using local dialing service. To avoid unnecessary expenditures, please use local phone numbers where available.

MINISTRIES

Ministry of Advanced Education, Training and Technology

For information on the B.C. Student Assistance Program	1-800-742-1818

Ministry of Attorney General

For information on assistance available for victims of crime	1-800-842-8467 (1-800-VICTIMS)
Family Maintenance Program:	
Central Enrolment Unit	1-800-663-7616
Lower Mainland Regional Office	1-800-663-9666
Interior Regional Office	1-800-663-3933
Vancouver Island Regional Office	1-800-663-3455

Ministry of Development, Trade and Tourism

Job Protection Commission	1-800-665-4605
For information on equity capital programs	1-800-665-6597
For information on employee investment and investment matching	1-800-665-5457
For information on business start-up assistance	1-800-663-2787
For information on assistance for small businesses	1-800-663-3444
For information on business expansion assistance	1-800-663-3444
BC Trade Development Corporation	1-800-665-2239
Business Info Centre	1-800-972-2255
B.C. Business Network	1-800-667-4221
B.C. Trade Showcase	1-800-665-2239

For Government Agent toll free numbers, *see* Ministry of Development, Trade and Tourism, DTT 43

Ministry of Education

Central Interior Regional Correspondence School	1-800-663-7693
Fraser Valley Regional Correspondence School	1-800-663-3381
North Coast Regional Correspondence School	1-800-663-3865
Okanagan Regional Correspondence School	1-800-663-3536

B.C. Government Toll Free Information Lines

Ministry of Environment

For information on recycling	1-800-667-4321
To report hazardous spills or other environmental emergencies	1-800-663-3456
To report fisheries or wildlife violations	1-800-663-9453
For information on the Environment Youth Corps	1-800-663-0340

Ministry of Forests

To report forest fires	Dial 0 and ask for Zenith 5555

Ministry of Health and Minister Responsible for Seniors

For information on the Medical Services Plan	1-800-663-7100
For information on services for the disabled	1-800-742-1820
For information on sexually transmitted diseases and AIDS	1-800-972-2437
For information on Pharmacare	Dial 0 and ask for Zenith 2179
For information on the Breast Screening Program	1-800-663-9203
For information on food and nutrition	1-800-667-3438 (1-800-667-DIET)
For information on vital statistics and access to services such as marriage commissioners, marriage licences and burial permits	1-800-742-6283 or 1-800-663-8328
For information on services relating to cardiac care, cancer diagnosis and treatment, organ transplants, hospital funding, and related health programs	1-800-665-4347

Ministry of Labour and Consumer Services

TRYLine for information on alcohol and drugs	1-800-663-1441
For information on Workers' Compensation Board benefits and policies	1-800-663-4261

Ministry of Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration

To receive the *Newcomers' Guide to Resources and Services in British Columbia*	Dial 0 and ask for Zenith 2863
The Premier's Advisory Council for Persons with Disabilities	1-800-663-1107

Ministry of Social Services and Housing

Helpline for children	Dial 0 and ask for Zenith 1234
For information on becoming a foster parent or on assistance for existing foster parents	1-800-663-9999
For information on services for seniors	Dial 0 and ask for Zenith 2656; effective approximately August 17, 1991, call 1-800-665-2656

Ministry of Solicitor General

Provincial Emergency Program	1-800-663-3456

B.C. Government Toll Free Information Lines

Ministry of Transportation and Highways

For information on road conditions	1-800-663-4997 (1-800-663-HWYS)

Ministry of Women's Programs and Government Services and Minister Responsible for Families

Superannuation Commission	1-800-663-8823

CROWN CORPORATIONS

British Columbia Hydro and Power Authority

Power Smart	1-800-663-0431

British Columbia Lottery Corporation

For information on Lotto 6/49 subscriptions or Club Fortune	1-800-482-2420

BC Systems Corporation

For information on BC Online access to government registry databases	1-800-663-6102

British Columbia Utilities Commission

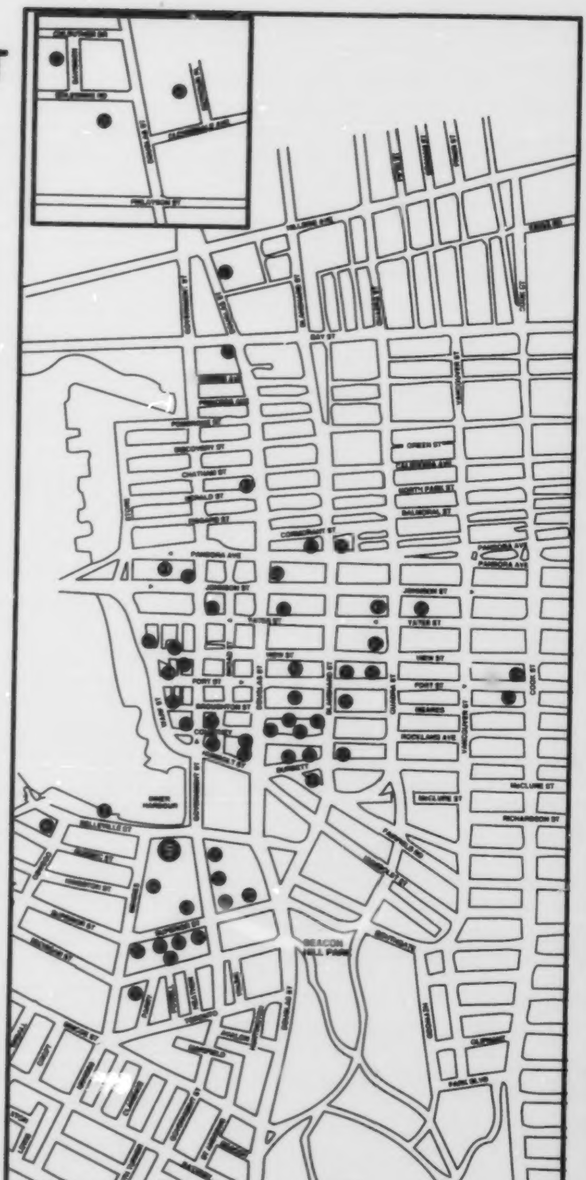
For information or to lodge a complaint regarding a utility's services	1-800-663-1385

Insurance Corporation of British Columbia

For general information	1-800-663-3051
For customer accounts enquiries	1-800-663-1466

MAJOR GOVERNMENT BUILDINGS IN VICTORIA APRIL 1991

ADDRESS	NAME
1. 8 Bastion Square	McDonald's Building
2. 28 Bastion Square	Maritime Museum
3. 31 Bastion Square	Board of Trade Building
4. 468 Belleville	Coast and Steamship Building
5. 501 Belleville	Parliament Buildings
6. 675 Belleville	Archives
7. 675 Belleville	Curatorial Block
8. 780 Blanshard	Blanshard Building
9. 810 Blanshard	Robert Kerr Building
10. 940 Blanshard	Waddington Building
11. 1515 Blanshard	Richard Blanshard
12. 1520 Blanshard	Rotherham Building
13. 609 Broughton	Weiler Building
14. 765 Broughton	Wilson Centre
15. 777 Broughton	Victoria Financial Centre
16. 818 Broughton	Office Building
17. 850 Burdett	Prov. Courts & L.R.
18. 1106 Cook	
19. 633 Courtney	Windsor Court
20. 716 Courtney	Windermere Building
21. 737 Courtney	Chateau Victoria
22. 3400 Davidson	
23. 808 Douglas	Windsor Court
24. 1405 Douglas	TD Bank Building
25. 1802 Douglas	
26. 2414 Douglas	Victoria Centre
27. 2631 Douglas	Office Building
28. 3350 Douglas	B.C.B.C. Head Office
29. 747 Fort	Rohanny Towers
30. 756 Fort	Bank of B.C.
31. 818 Fort	Office Building
32. 836 Fort	Office Building
33. 1061 Fort	Montreal Trust
34. 612 Government	Finance Building
35. 617 Government	Douglas Building
36. 910 Government	Harbour Square
37. 1319 Government	Croydon Building
38. 1450 Government	Mc & Mc Building
39. 614 Humboldt	Belmont Building
40. 800 Johnson	
41. 239 Menzies	Government Agent Headquarters
42. 431 Menzies	Armories
43. 544 Michigan	Temp 4
44. 585 Pandora	Mc & Mc Annex
45. 1250 Quadra	Quadra Building
46. 333 Quebec	Harbour Towers
47. 4000 Seymour	B.C.S.C. Building
48. 525 Superior	Temp 2
49. 541 Superior	Temp 3
50. 553 Superior	Temp 1
51. 583 Superior	Printing Bureau
52. 620 Superior	Douglas Building Annex
53. 1019 Wharf	Dogwood Building
54. 1117 Wharf	Rithet Building
55. 712 Yates	Birk's Building
56. 814 Yates	Gibson's Building



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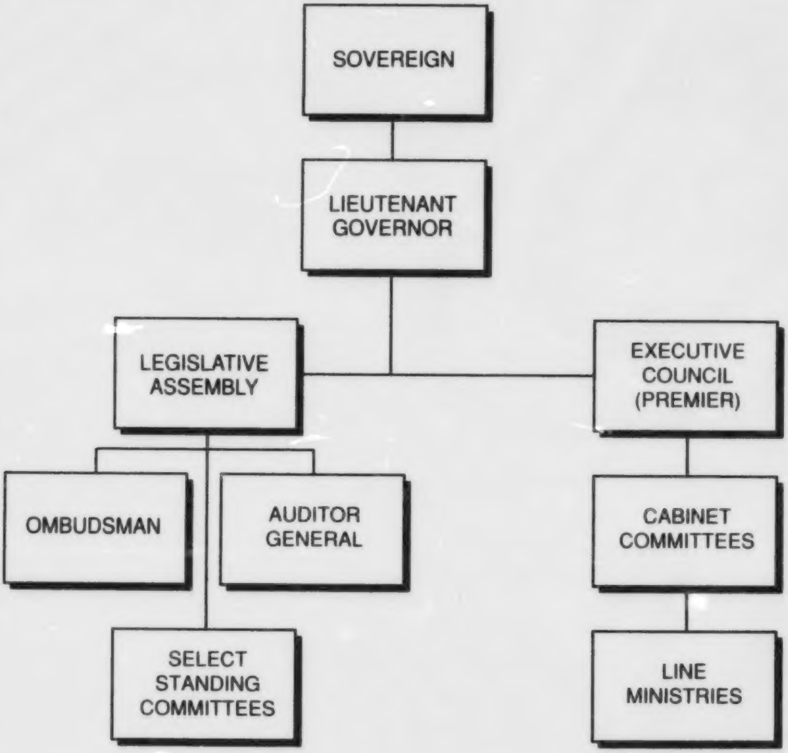
Government of British Columbia

ORGANIZATION OF THE B.C. GOVERNMENT



THE LEGISLATIVE ASSEMBLY LEG 1

The Legislative Assembly of British Columbia consists of 69 members (with three seats vacant) who are elected by eligible voters to represent their constituencies. Following the next provincial general election, there will be 75 single-member ridings and 75 elected Members of the Legislative Assembly (MLAs).

The MLAs perform legislative, financial and other functions critical to the operation of government. Under the Canadian Constitution, the Legislative Assembly has the right to enact laws within the province on matters pertaining to the environment, health, education, Crown lands, forests, resources, municipal government, matrimony, welfare, property, civil rights, Native affairs, transportation, and the administration of justice.

The Assembly considers proposals for legislation (bills); enacts, amends and repeals legislation; approves all government spending; authorizes the collection of taxes; and debates the policies put forward by the Premier and the Cabinet. (For a list of the names and constituency office addresses of MLAs, see LEG 15)

GOVERNMENT CAUCUS LEG 2

Room 204
Parliament Buildings
Victoria V8V 1X4
Phone 387-6769

Members of the Social Credit Party form British Columbia's present government. All Members of the Legislative Assembly that belong to the Social Credit Party belong to the Government Caucus. The Caucus considers policies and proposals put forward by individual Caucus members.

OPPOSITION CAUCUS LEG 3

Room 166
Parliament Buildings
Victoria V8V 1X4
Phone 387-3655

The Opposition Caucus comprises all members of the political party forming the Official Opposition. The Official Opposition is the party which holds fewer seats in the Legislative Assembly than the governing party, but more seats than any other party. Members of the New Democratic Party form British Columbia's Official Opposition.

SPEAKER OF THE HOUSE LEG 4

Room 207
Parliament Buildings
Victoria V8V 1X4
Phone 387-3952

The Speaker of the House (or Speaker of the Assembly) is elected from the ranks of MLAs by peers at the opening of each new Parliament. The Speaker, or designate, is always present during sittings of the legislature and is responsible for maintaining order and enforcing the rules which govern conduct in the legislature.

Legislative Internship Program

Administered by the Office of the Speaker, the Legislative Internship Program offers British Columbia university graduates the opportunity to observe the legislative process and to assist MLAs.

CLERK OF THE HOUSE LEG 5
Parliament Buildings
Victoria V8V 1X4
Phone 387-3785

The chief permanent officer of the Legislative Assembly, the Clerk of the House (or Clerk of the Assembly) is appointed by the MLAs and is responsible for maintaining the records of parliamentary business, providing assistance and advice on parliamentary procedure to the Speaker and MLAs, providing administration services within the legislature, co-ordinating and administering business of the legislature, and advising the Speaker on protocol and arrangements for legislative functions and ceremonies.

SERGEANT-AT-ARMS LEG 6
Room 218
Parliament Buildings
Victoria V8V 1X4
Phone 387-1846

The Sergeant-at-Arms, whose origins lie in the tradition of early English Parliaments, fills a largely ceremonial position in the legislature today. Either the Sergeant-at-Arms or the deputy Sergeant-at-Arms is present at all times when the legislature is sitting, and is responsible for maintaining order. At the direction of the Speaker, the Sergeant-at-Arms is empowered to apprehend any person in the chamber or gallery who behaves inappropriately.

As well, the Sergeant-at-Arms distributes mail, has custody of the Mace, and is responsible for the Pages.

The **Mace** (staff of office) symbolizes the power vested in the legislature. It is carried into the legislature by the Sergeant-at-Arms as part of the official opening ceremonies. When the legislature is sitting, the Mace remains in the chamber, indicating that the legislature has authority to exercise its power.

Pages are assigned to the legislature when the legislature is sitting, to act as messengers and attendants for all Members of the Legislative Assembly. The Pages are Greater Victoria students who are employed two afternoons per week for the length of the session.

LEGISLATIVE COMPTROLLER LEG 7

213, 421 Menzies Street
Victoria V8V 1X4
Phone 356-8586

Reporting to the Speaker, the Legislative Comptroller is responsible for the overall administration of financial services for the Legislative Assembly.

BOARD OF INTERNAL ECONOMY LEG 8

Room 207
Parliament Buildings
Victoria V8V 1X4
Phone 387-3952

Chaired by the Speaker and comprised of the Government House Leader, the Opposition House Leader, the Government Caucus Chairman, the Opposition Caucus Chairman and the Provincial Secretary (or designates), the Board of Internal Economy formulates policies relating to the administration of the legislature. The board also helps to determine indemnities, salaries, allowances and other remuneration paid to MLAs, excluding Ministers and Parliamentary Secretaries.

HANSARD LEG 9

Room 063
Parliament Buildings
Victoria V8V 1X4
Phone 387-0948

Hansard is the **Official Report of the Debates of the Legislative Assembly**. It consists of a full and essentially verbatim record of the speeches, comments and proceedings of the legislature, and is indexed and published on a daily basis.

LEGISLATIVE LIBRARY LEG 10

Room 212
Parliament Buildings
Victoria V8V 1X4
Phone 387-6500

The Legislative Library provides reference and research services for MLAs and their staffs, the Executive Council (Cabinet), the Officers of the House, legislative support staffs and the Press Gallery. During sittings of the legislature, the library is open only to members and legislative staff. Other users may be admitted if they obtain sessional passes from the Speaker of the Legislative Assembly. The library facilities are extended to the general public whenever there is no conflict with the needs of legislative officials. Non-sessional hours are Monday to Friday, 8:30 a.m. to 5:00 p.m.

THE AUDITOR GENERAL LEG 11

8 Bastion Square
Victoria V8V 1X4
Phone 387-6803

The Auditor General is appointed by the Legislative Assembly to **audit** the provincial government's accounts, to ensure that financial information provided by the government is accurate and complete, and to ensure that government spending has been prudent and consistent with the intent of the legislature. The Auditor General reports to the legislature as a whole and provides the legislature with an independent annual report on the government's financial performance.

THE OMBUDSMAN LEG 12

8 Bastion Square
Victoria V8W 1H9
Phone 387-5855

The Ombudsman is appointed by the Legislative Assembly. The main function of the Ombudsman is to **investigate complaints from individuals** who feel wronged by the process of government. The Ombudsman can investigate matters raised by the public or by the Legislative Assembly and any of its committees, and can also initiate an investigation independently. The Ombudsman reports annually to the legislature on activities and prepares special reports as warranted, either for the legislature or the public.

SELECT STANDING COMMITTEES LEG 13

Select Standing Committees are appointed and given terms of reference by the Legislative Assembly. Select standing committees determine whether policies are carried out efficiently, effectively and economically, and ensure that public monies are spent on the purposes prescribed by the legislature. The committees conduct their enquiries by examining witnesses and documents and hearing representations from persons and organizations.

The current Select Standing Committees are Economic Development, Transportation and Municipal Affairs; Labour and Justice; Tourism and Environment; Forests and Lands; Energy, Mines and Petroleum Resources; Agriculture and Fisheries; Health, Education, Social Services, Housing and Women's Issues; Finance, Crown Corporations and Government Services; Public Accounts; Standing Orders and Private Bills; Constitutional Matters and Intergovernmental Relations; and Ethical Conduct and Conflict of Interest.

THE JUDICIARY LEG 14

Comprising the Court of Appeal, the Supreme Court of British Columbia and the Provincial Court of British Columbia, the judiciary is responsible for interpreting the laws of British Columbia and adjudicating civil and criminal disputes through all levels of courts in the province.

MEMBERS OF THE LEGISLATIVE ASSEMBLY (ALPHABETICALLY BY MLA)

LEG 15

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(Note: At the time of printing, the seats in three constituencies — North Peace River, North Vancouver - Seymour, and Vancouver East — were vacant.)

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MEMBERS OF THE LEGISLATIVE ASSEMBLY LEG 16

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Phone 732-8683
Parliament Buildings 387-6740

Vancouver - Point Grey
Perry, Thomas L. (NDP)
2505 Dunbar Street
Vancouver V6R 3N4
Phone 732-8683
Parliament Buildings 387-4480

Vancouver Seymour
Vacant

Vancouver South
Fraser, Russell G. (SC)
320, 6330 Fraser Street
Vancouver V5W 3A4
Phone 327-8365
Parliament Buildings 387-1866

Vancouver South
Rogers, C. Stephen (SC)
320, 6330 Fraser Street
Vancouver V5W 3A4
Phone 327-8365
Parliament Buildings 387-3952

Victoria
Blencoe, Robin (NDP)
1020 Blanshard Street
Victoria V8W 2H5
Phone 382-9898
Parliament Buildings 387-3079

Victoria
Hanson, Gordon (NDP)
1020 Blanshard Street
Victoria V8W 2H5
Phone 382-9898
Parliament Buildings 387-3797

West Vancouver - Howe Sound
Reynolds, John D. (SC)
112, 2419 Bellevue Avenue
West Vancouver V7V 4T4
Phone 922-6722
Parliament Buildings 387-1969

Yale - Lillooet
Rabbitt, James (SC)
Bag Service 4400
Second Floor, 1999 Garcia Street
Merritt V0K 2B0
Phone 378-9818
Parliament Buildings 387-1986

OFFICE OF THE PREMIER LEG 17

The Office of the Premier provides administrative and policy support to the Premier. The office is divided into two branches. The Executive Branch responds to correspondence and enquiries and co-ordinates scheduling and public relations. The Executive Council Operations Branch is responsible for policy and legislation, intergovernmental relations and Cabinet operations.

EXECUTIVE COUNCIL LEG 18

The Executive Council consists of the Premier and all Cabinet Ministers. Also known as the Cabinet, the council is the executive body of government. Cabinet Ministers are appointed by the Lieutenant-Governor on the recommendation of the Premier and represent the interests of their respective ministries in Cabinet.

With the advice of its staff, Cabinet as a whole is responsible for most key policy decisions made by government. Each Cabinet Minister is ultimately responsible to the public for the operation of his or her ministry.

CABINET COMMITTEES LEG 19

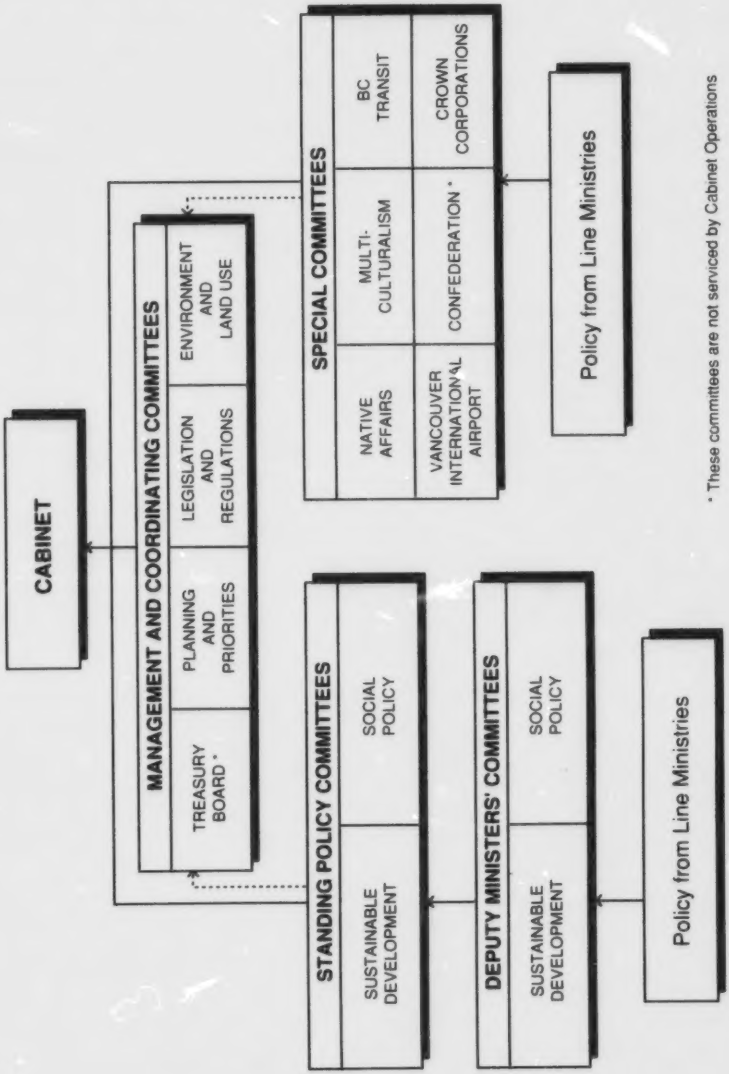
Cabinet committees, comprised of Cabinet Ministers, perform a number of functions critical to the efficient operation of Cabinet. Cabinet committees provide a forum for review of proposed legislation, Orders In Council (Cabinet orders) and policy proposals, and for the assessment of staffing and financial implications.

There are three kinds of committees: standing policy committees, planning and co-ordinating committees and special committees.

STANDING POLICY COMMITTEES LEG 20

Standing policy committees examine prescribed issues addressed by government on a continuing basis. There are two standing policy committees.

STRUCTURE OF CABINET COMMITTEES



* These committees are not serviced by Cabinet Operations

Social Policy Committee LEG 21

The Social Policy Committee develops and assesses policy on issues such as income security, education, health and penal programs. This committee is supported by the Deputy Ministers' Committee on Social Policy.

Sustainable Development Committee LEG 22

The Sustainable Development Committee develops and assesses policy designed to integrate both environmental and economic concerns in the management of British Columbia's resources. This committee is supported by the Deputy Ministers' Committee on Sustainable Development.

MANAGEMENT AND CO-ORDINATING COMMITTEES LEG 23

Management and co-ordinating committees represent the second level of review. This level is designed to co-ordinate policy proposals, legislation and proposals with staffing, financial and budgetary implications.

Treasury Board LEG 24

The Treasury Board is established by law to examine the financial implications of policy proposals, including government expenditures, asset management and staffing plans.

Legislation and Regulations Committee LEG 25

The Legislation and Regulations Committee reviews draft bills before they are introduced in the Legislative Assembly and assesses the legal and statutory implications of policy proposals. This committee's work constitutes the second level of review for policy and legislation proposals.

Planning and Priorities Committee LEG 26

The Planning and Priorities Committee reviews and develops broad policy, priorities and programs for the government. It also oversees the co-ordination and planning of major government undertakings.

Environment and Land Use Committee LEG 27

The Environment and Land Use Committee is struck by statute to consider appeals of decisions made by the Agricultural Land Commission, the body which acts as steward of the Agricultural Land Reserve.

SPECIAL COMMITTEES LEG 28

Special committees are formed as necessary to provide a level of review for policy proposals relating to specific and topical issues. Current special committees include the **Multiculturalism Committee**, the **Native Affairs Committee**, the **B.C. Transit Committee**, the **Vancouver International Airport Committee**, the **Confederation Committee** and the **Crown Corporations Committee**.

Government of British Columbia Ministries

MINISTRY OF ADVANCED EDUCATION, TRAINING AND TECHNOLOGY

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**Third Floor, 818 Broughton Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The mission of the Ministry of Advanced Education, Training and Technology is to promote the development of knowledge and skills to enable British Columbians to achieve their potential, and to provide leadership in anticipating and responding to the needs of a dynamic economy and society.

The three major divisions within the ministry are: Universities, Colleges and Institutes Division, Job Training, Apprenticeship and Labour Market Policy Division, and Science and Technology Division. These divisions help fund the province's public, post-secondary education institutions, provide job training and apprenticeship programs, and support research and development initiatives in British Columbia.

The divisions work with universities, colleges and institutes, private training institutions, science and technology organizations, business, labour, and volunteer, community and professional organizations in providing programs and services.

The ministry administers 21 pieces of legislation including the University Act, College and Institute Act, Apprenticeship Act and Science Council Act. The ministry is also responsible for administering legislation for several professional groups including engineers, architects, accountants and applied science technologists and technicians.

PUBLIC AFFAIRS BRANCH AETT 1

Third Floor, 818 Broughton Street
Victoria V8V 1X4
Phone 356-7274

The Public Affairs Branch provides planning and direction for ministry communications and for the marketing of ministry programs. Questions about news releases and ministry publications should be directed to this branch.

POLICY, PLANNING AND PROGRAM EVALUATION DIVISION AETT 2

Third Floor, 818 Broughton Street
Victoria V8V 1X4
Phone 387-6399

The Policy, Planning and Program Evaluation Division provides advisory and co-ordination services to the ministry in the areas of policy, strategic planning, program evaluation and intergovernmental relations. The division is also responsible for co-ordinating the ministry's legislative program.

UNIVERSITIES, COLLEGES AND INSTITUTES DIVISION AETT 3

818 Broughton Street
Victoria V8V 1X4
Phone 387-0893

The Universities, Colleges and Institutes Division is responsible for funding, monitoring and co-ordinating British Columbia's public, post-secondary education system of universities, community colleges, institutes, and the Open Learning Agency.

Three university/colleges were established in 1989, under the government's **Access For All** strategy, to increase spaces in university programs. Malaspina College in Nanaimo, Cariboo College in Kamloops and Okanagan College in Kelowna now offer selected programs of study leading to Bachelor degrees granted by provincial universities.

Information on institutions and programs is available in a ministry publication entitled *Choices*, or contact the institutions directly for program information.

UNIVERSITIES AND PROVINCIAL INSTITUTES BRANCH AETT 4

838 Fort Street
Victoria V8V lX4
Phone 387-6166

The Universities and Provincial Institutes Branch is responsible for liaising with the provincial government and the four universities (University of British Columbia, Simon Fraser University, University of Victoria and University of Northern British Columbia), two institutes (British Columbia Institute of Technology and Emily Carr College of Art and Design), and the Open Learning Agency with respect to **funding,** three-year **planning,** and **new program approval.**

Province-wide program responsibilities of the branch include academic programs, **teacher education,** and fine and applied **arts.** The branch facilitates the development and delivery of university and college programs by means of **distance education** and other open learning methods in all areas of British Columbia.

The branch administers the **University Matching Program** designed to encourage private sector support for post-secondary institutions. The branch also maintains a wide range of information on post-secondary education. In addition, this office provides provincial liaison to the Council of Ministers of Education, Canada, and administers **interprovincial agreements** concerning university-level programs.

LOWER MAINLAND COLLEGES BRANCH AETT 5

838 Fort Street
Victoria V8V 1X4
Phone 387-6201

The Lower Mainland Colleges Branch provides direction to five Lower Mainland colleges including Vancouver Community College, Douglas College, Capilano College, Kwantlen College and Fraser Valley College, with respect to funding, programs, three-year planning and institutional analysis.

This branch provides provincial direction and co-ordination for an array of educational programs in the fields of health education, social services, adult special education and business. It also manages provincial strategies for improving access to post-secondary education for adult Native learners and provides operating funding to **Native educational institutions** which are affiliated with public, post-secondary institutions in the province.

COLLEGES AND TECHNICAL PROGRAMS BRANCH AETT 6

838 Fort Street
Victoria V8V 1X4
Phone 387-6193

The Colleges and Technical Programs Branch is responsible for providing direction to five colleges and two institutes including North Island College, Northwest Community College, Northern Lights College, East Kootenay Community College, Selkirk College, the **Pacific Marine Training Institute** and the **Justice Institute of British Columbia** with respect to funding, programs, three-year planning and institutional analysis.

Program responsibilities of this office include province-wide co-ordination of **technical and vocational programs** in a broad range of fields such as transportation, natural resources, electrical/electronics, hospitality and tourism, and trades training. In addition, the branch co-ordinates the direct purchase of vocational training under the **Canada-British Columbia Agreement on Training.**

COLLEGE PROGRAMS AND INTERNATIONAL EDUCATION BRANCH AETT 7

838 Fort Street
Victoria V8V 1X4
Phone 387-6268

The College Programs and International Education Branch is responsible for providing direction to five provincial colleges including Malaspina College, Okanagan College, Camosun College, Cariboo College and the College of New Caledonia regarding funding, programs, three-year planning and institutional analysis. The branch has provincial program responsibility for **adult basic education, English as a Second Language** and **adult literacy.**

In addition, the branch provides leadership in the field of **international education.** International education initiatives are designed to increase British Columbia's educational and economic associations with the world community, particularly the Asia-Pacific nations.

FACILITIES BRANCH AETT 8

838 Fort Street
Victoria V8V 1X4
Phone 387-6164

The Facilities Branch is responsible for reviewing capital plans from each of the province's universities, colleges and institutes, and recommending a single capital plan for the provincial post-secondary system. The branch develops recommendations on the feasibility and priority of all capital projects, renovations, public works and major equipment acquisitions; monitors projects in progress; and audits completed projects including land, building and leases.

BUDGET AND ANALYSIS BRANCH AETT 9

838 Fort Street
Victoria V8V 1X4
Phone 387-6142

The Budget and Analysis Branch reviews and develops annual budget submissions from the colleges and institutes, allocates and administers annual operating and capital grants, and develops and implements policy respecting these grants and other discretionary funding. The branch budgets for and administers capital debt service payments, and collects and analyzes **financial, enrolment** and **faculty data.**

The branch provides ministry co-ordination for negotiation of college and institute operating budgets, is responsible for internal management information system (MIS) development, and provides a co-ordinating role for college and institute MIS development. The branch also organizes and co-ordinates the development of the Universities, Colleges and Institutes Division annual budget submission and manages division administration requirements.

UNIVERSITIES AETT 10

The universities provide a wide range of undergraduate and professional programs including arts and sciences, business, education, medicine, law and engineering. Universities are major centres of basic and applied research.

Simon Fraser University
Burnaby V5A 1S6
Phone 291-3111

University of British Columbia
2075 Wesbrook Mall
Vancouver V6T 1W5
Phone 228-2211

University of Northern British Columbia
Box 1950, Station A
Prince George V2L 5E3
Phone 564-4844

University of Victoria
University Centre
Box 1700
Victoria V8W 2Y2
Phone 721-7211

COLLEGES

AETT 11

Colleges offer a wide range of programs and services designed to meet the specific educational, training and retraining needs of the community. All colleges provide courses in academic, career/technical, vocational, adult basic education and continuing education fields. In addition, **degree programs** in fields such as education, arts, science, business, nursing, social work and child care are available through three university/colleges (Malaspina College, Cariboo College and Okanagan College), in **partnership** with the provincial universities.

Camosun College
3100 Foul Bay Road
Victoria V8P 5J2
Phone 370-3000

Capilano College
2055 Purcell Way
North Vancouver V7J 3H5
Phone 986-1911

Cariboo College
Box 3010, 900 College Drive
Kamloops V2C 5N3
Phone 828-5000

College of New Caledonia
3330 — 22nd Avenue
Prince George V2N 1P8
Phone 562-2131

Douglas College
Box 2503, 700 Royal Avenue
New Westminster V3L 5B2
Phone 527-5400

East Kootenay Community College
Box 8500, 2700 College Way
Cranbrook V1C 5L7
Phone 489-2751

Fraser Valley College
East Campus
45600 Airport Road
Chilliwack V2P 6T4
Phone 792-0025

Kwantlen College
Box 9030, 12666 — 72nd Avenue
Surrey V3T 5H8
Phone 588-4411

Malaspina College
900 Fifth Street
Nanaimo V9R 5S5
Phone 753-3245

North Island College
156 Manor Drive
Comox V9N 6P7
Phone 339-8911

Northern Lights College
11401 Eighth Street
Dawson Creek V1G 4G2
Phone 782-5251

Northwest Community College
Box 726, 5331 McConnell Avenue
Terrace V8G 4C2
Phone 635-6511

Okanagan College
1000 K.L.O. Road
Kelowna V1Y 4X8
Phone 762-5445

Selkirk College
Box 1200, 301 Frank Beinder Way
Castlegar V1N 3J1
Phone 365-7292

Vancouver Community College
Box 2400, Station C, 1155 East Broadway
Vancouver V5T 4N4
Phone 875-1131

INSTITUTES AETT 12

The institutes provide specialized instruction in technologies and trades, art and design, law enforcement and public safety, and marine training. To fulfill their province-wide mandate, institutes employ a number of instructional strategies in partnerships with other institutions and agencies.

British Columbia Institute of Technology
3700 Willingdon Avenue
Burnaby V5G 3H2
Phone 434-5734

Emily Carr College of Art and Design
1399 Johnston Street
Granville Island
Vancouver V6H 3R9
Phone 687-2345

Justice Institute of British Columbia
4180 West Fourth Avenue
Vancouver V6R 4J5
Phone 228-9711

Pacific Marine Training Institute
265 West Esplanade
North Vancouver V7M 1A5
Phone 985-0622

OPEN LEARNING AGENCY AETT 13

The Open Learning Agency provides university-level instruction through the Open University, college programs through the Open College, and a wide variety of credit and non-credit programing through the **Knowledge Network.** Programs are offered by **distance education** and other open learning modes.

Open Learning Agency
Box 94000
Richmond V6Y 2A2
Phone 660-2224

Knowledge Network
300, 475 West Georgia Street
Vancouver V6B 4M9
Phone 660-2000

ADVANCED EDUCATION COUNCIL OF BRITISH COLUMBIA AETT 14

203, 409 Granville Street
Vancouver V6C 1T2
Phone 688-3571

The Advanced Education Council of British Columbia represents the collective interests of the colleges and institutes of British Columbia to government and to the public, and meets the common needs of its member institutions. The Advanced Education Council brings together the **British Columbia Association of Colleges** and the **Council of Principals.** Governors and chief executive officers of the council meet both separately and jointly throughout the year.

TRI-UNIVERSITY PRESIDENTS' COUNCIL AETT 15

c/o The University of Victoria
Victoria V8W 2Y2
Phone 721-7985

The Tri-University Presidents' Council was established to provide a **forum** to discuss and address system-wide issues affecting the public, provincial universities; develop and submit to government an annual, **joint university budget request;** and maintain an information base of **university-related data.** The council also serves as a liaison between the universities and the ministry. The council has several sub-committees which address matters concerning programs, facilities, budgets and transfer credit.

BRITISH COLUMBIA COUNCIL ON ADMISSIONS AND TRANSFER AETT 16

Seventh Floor, 1483 Douglas Street
Victoria V8W 3K4
Phone 356-7656

The mandate of the British Columbia Council on Admissions and Transfer is to maximize advanced education opportunities for students by facilitating **transfer** between British Columbia public institutions.

The council refines policies and procedures governing the negotiation of transfer, reviews **admission policies** and procedures, and provides advice regarding integration and articulation of the post-secondary education system as requested by the ministry and institutions. Each year, the council produces and distributes a **transfer guide** listing course and program equivalencies and, upon request, mediates disputes regarding transfer arrangements.

CENTRE FOR CURRICULUM AND PROFESSIONAL DEVELOPMENT AETT 17

Fifth Floor, 1483 Douglas Street
Victoria V8W 3K4
Phone 387-6329

The Centre for Curriculum and Professional Development is responsible for managing **curriculum** development projects for the province, facilitating human resource development within the college and institute sector, and acting as a depository for resources and materials dealing with curriculum and professional development. In addition, the centre manages the institutional evaluation process and the **Instructor Diploma Program.**

JOB TRAINING, APPRENTICESHIP AND LABOUR MARKET POLICY DIVISION AETT 18

First Floor, 818 Broughton Street
Victoria V8V 1X4
Phone 387-3380

The Job Training, Apprenticeship and Labour Market Policy Division identifies labour market requirements and develops programs and services to benefit British Columbia's employers and the workforce.

LABOUR MARKET POLICY BRANCH AETT 19

First Floor, 818 Broughton Street
Victoria V8V 1X4
Phone 387-3380

The Labour Market Policy Branch monitors labour market trends and develops employment and training programs, as well as **vocational rehabilitation** services.

The branch co-ordinates federal-provincial, inter-provincial and provincial labour market initiatives.

The **Program for Older Worker Adjustment** is a joint federal-provincial program designed to help unemployed, older workers who have no prospects for re-employment following major permanent **layoff.** The program provides **income support** to eligible, older workers who are between the ages of 55 and 64 at the time of layoff, once they have exhausted their Unemployment Insurance Entitlement. A brochure, *POWA: Program for Older Worker Adjustment*, provides more information on the program and is available from the ministry. Call the Older Worker Adjustment Branch of **Labour Canada** at 1-800-567-1916 (toll free) for further information on the program or application procedure.

BRITISH COLUMBIA YOUTH ADVISORY COUNCIL SECRETARIAT AETT 20

Fifth Floor, 1483 Douglas Street
Victoria V8W 3K4
Phone 387-6065

The mandate of the British Columbia Youth Advisory Council Secretariat is to create a forum for the exchange of **youth's ideas and concerns,** and to provide a direct link between young British Columbians and their government. The council is comprised of youths between the ages of 15 and 24 who represent varied social and cultural groups, career interests, and regions of the province. Additional information on the council is provided in a brochure entitled *Linking Youth with B.C.'s Government* and is available from the council or the ministry.

PROVINCIAL APPRENTICESHIP BOARD SECRETARIAT AETT 21

280, 4299 Canada Way
Burnaby V5G 4P1
Phone 436-0317

The Provincial Apprenticeship Board Secretariat is responsible for setting the provincial strategic direction with respect to the apprenticeship training system.

TASK FORCE ON EMPLOYMENT AND TRAINING AETT 22

Seventh Floor, 1483 Douglas Street
Victoria V8W 3K4
Phone 356-7660

The mandate of the Task Force on Employment and Training is to review and provide recommendations on key, short-term training and employment issues; to recommend long-term strategies to facilitate adjustment as various industries decline, including increasing employment and employability, and helping workers who require **retraining** fill existing job vacancies; and to recommend ongoing means for achieving consensus among industry and labour on issues and strategies concerning employment and training.

PRIVATE POST-SECONDARY EDUCATION COMMISSION AETT 23

c/o Ministry of Advanced Education, Training and Technology
220, 4946 Canada Way
Burnaby V5G 4J6
Phone 660-7244

Starting in 1991, the Private Post-Secondary Education Commission will be responsible for overseeing the mandatory **registration** and voluntary **accreditation** of private, post-secondary education institutions. Commission members will represent both private and public post-secondary education systems, business, consumers and the government.

Information on private training institutions is provided in a brochure, *For Your Info: What You Should Know About Private Training Institutions*, and is available from the ministry or the local Job Training Area Office (see AETT 25).

JOB TRAINING BRANCH AETT 24

For information on individual programs and services, contact a local Training and Enterprise Centre or Job Training Area Office (see AETT 25).

The Job Training Branch administers field services and programs that promote employment and training in business and industry. The branch sets **standards** and provides **certification** for apprenticeship training and trades qualifications programs. The branch is also responsible for a broad range of programs designed to assist specific target groups, such as the disabled, women, youth and older workers.

The Job Training Branch offers **Vocational Rehabilitation Services (VRS)** to help persons who are physically or mentally disabled prepare for competitive employment.

Industrial Adjustment Services (IAS) are aimed at bringing employers and workers together to discuss human resource planning and adjustment requirements in the workplace.

Training and Enterprise Centres (TECs) are located throughout the province to serve the training needs of business and individuals. These centres provide training information to employers; community, educational and distance learning resources; business and economic development information; and access to management and supervisory training. More information on these centres is provided in a brochure, *Training and Development for Your Community — Training and Enterprise Centre Network*, available from the ministry or local TEC centre (for list, see AETT 25).

Employment training programs, such as the **Training Investment Program (TIP)**, are financial assistance programs designed to assist employers in developing and delivering training to their employees.

The Job Training Branch is also responsible for **apprenticeship.** Apprenticeship involves a three-party agreement among an employer, an employee and the Ministry of Advanced Education, Training and Technology, and combines practical, on-the-job training with theoretical, technical training in the classroom. The ministry registers, monitors and provides counselling to apprentices.

Apprenticeship initiatives of the ministry include the **Apprenticeship Technical Training Program** which provides the delivery of in-school, technical training, and the **Apprenticeship Remedial Training Program** which provides training to apprentices to enable them to successfully complete technical training and prepare them for future advancement. The **Apprenticeship/Journeyman Upgrading and Retraining Program** provides theoretical and practical sources of instruction to upgrade and/or retrain apprentices and journeymen in new skills and technologies.

Passport to Apprenticeship helps high school students enrolled in appropriate trades-related career preparation programs to gain early access to the apprenticeship system. Time spent on practical work experience placements and during summer employment can be recorded and may be credited towards an apprenticeship once the student graduates and is employed as an apprentice.

JOB TRAINING AREA OFFICES AND TRAINING AND ENTERPRISE CENTRES (TECs)

AETT 25

Burnaby Job Training Area Office
200, 4946 Canada Way
Burnaby V5G 4J6
Phone 660-7100

Cranbrook Job Training Area Office
201, 117 — 10th Avenue South
Cranbrook V1C 2N1
Phone 426-1281

Dawson Creek Job Training Area Office
104, 1508 — 102nd Avenue
Dawson Creek V1G 2E2
Phone 784-2388

Kamloops Training and Enterprise Centre
236 St. Paul Street
Kamloops V2C 6G4
Phone 828-4522

Kelowna Job Training Area Office
200, 1626 Richter Street
Kelowna V1Y 2M3
Phone 861-7407

Matsqui Job Training Area Office
105, 2975 Gladwin Road
Abbotsford V2S 6W8
Phone 852-5922

Nanaimo Training and Enterprise Centre
155 Skinner Street
Nanaimo V9R 5E8
Phone 755-2335

Nelson Job Training Area Office
310 Ward Street
Nelson V1L 5S4
Phone 354-6560

Port Coquitlam Job Training Area Office
510, 2755 Lougheed Highway
Port Coquitlam V3B 5Y9
Phone 941-4849

Prince George Training and Enterprise Centre
Second Floor, 1577 Seventh Avenue
Prince George V2L 3P5
Phone 565-6020

Surrey Job Training Area Office
104, 9648 — 128th Street
Surrey V3T 2X9
Phone 660-8944

Terrace Training and Enterprise Centre
3250 Eby Street
Terrace V8G 5H4
Phone 638-3211

Vancouver Job Training Area Office
133 East Eighth Avenue
Vancouver V5T 1R8
Phone 660-6272

Victoria Job Training Area Office
First Floor, 838 Fort Street
Victoria V8V 1X4
Phone 387-3698

SCIENCE AND TECHNOLOGY DIVISION AETT 26

Second Floor, 1022 Government Street
Victoria V8V 1X4
Phone 356-0018

The Science and Technology Division is responsible for policy, program development, co-ordination and implementation of science and technology in the provincial government. Programs and activities are strongly oriented toward the development and use of science and technology to further economic development and diversification in the province. Program funding is provided by the **Science and Technology Fund**.

Staff in the division work with post-secondary institutions; provincial, national and international research facilities; business; and industry to develop, promote and support science and technology-based **research** and **industry** in British Columbia.

A number of brochures regarding science and technology in British Columbia are available through the Science and Technology Division, and through the various agencies, boards, commissions, councils and task forces involved in the delivery of science and technology programs and services. These brochures include *A Five-Year Plan for Science and Technology: 1990 – 1995* and *Science and Technology in British Columbia: People Make a Difference*.

POLICY AND PLANNING BRANCH AETT 27

Second Floor, 1022 Government Street
Victoria V8V 1X4
Phone 387-2034

The Policy and Planning Branch is responsible for **science policy** and science policy initiatives, and acts as a liaison among institutions, business and government. The branch is responsible for the development of provincial databases in science and technology-based fields.

PROGRAM AND AGENCY CO-ORDINATION BRANCH AETT 28

Second Floor, 1022 Government Street
Victoria V8V 1X4
Phone 387-3684

The Program and Agency Co-ordination Branch is responsible for the **implementation** of all science and technology programs funded by the provincial government. The branch works to ensure that science and technology initiatives of government, industry and the academic community are consistent with British Columbia's science and technology policy.

Programs aimed at promoting and supporting applied research, advanced technology development and technology transfer are delivered through the Science Council of British Columbia, Discovery Foundation, Advanced Systems Institute, Science World, British Columbia Research Corporation, the province's public universities, and the ministry itself.

For **information** on individual programs, call the Program and Agency Co-ordination Branch at 387-3684, or call the agency through which the program is administered (see AETT 31 to 34).

Through the **Technology B.C. Program**, administered by the Science Council of British Columbia, financial assistance is provided to support research and development projects and initiatives in both industry and the universities.

The **Technology Assistance Program (TAP)** is administered by the British Columbia Research Corporation and provides assistance to small and medium-sized companies which do not have in-house research or engineering capabilities.

The **Health Development Fund** provides funding in the field of **health technology**, assessment of health technology products, and acquisition of major health research equipment. The program is jointly administered by the Science Council of British Columbia and the British Columbia Health Care Research Foundation.

The **Product Development Fund** of the **Advanced Systems Institute** provides assistance to advanced systems companies developing new, highly innovative products. The institute also provides significant support for research fellowships in advanced systems disciplines.

The Science Council of British Columbia offers a number of **scholarship** and **fellowship** programs to encourage excellent students to continue their studies in science and engineering.

Through the **University — Industry Liaison Offices** of the province's universities, the division takes technology developed in the universities and assists with transferring it to industry.

The **Discovery Enterprises Program**, assisted by government, provides early-stage **venture capital** to high-technology business in British Columbia.

The **Science Awareness Program** is aimed at raising public awareness of the new role of science and technology in today's workplace and marketplace. It is especially oriented towards encouraging young people to develop an interest in science and to pursue careers in science, engineering or technological areas.

The **Scientists in the Schools Program,** administered by Science World, aims to promote science and technology awareness and to encourage students to pursue careers in science and technology-related fields.

SPECIAL PROJECTS BRANCH AETT 29

Second Floor, 1022 Government Street
Victoria V8V 1X4
Phone 356-0018

The Special Projects Branch is responsible for major projects that take advantage of unique opportunities that arise in the science and technology field. These projects are usually long-term and require extensive resources.

The Special Projects Branch oversees the funding of major science and technology initiatives, such as the initiative to develop British Columbia as a world leader in hydrogen alternative energy applications, and the **KAON sub-atomic research** project at the University of British Columbia.

PREMIER'S ADVISORY COUNCIL ON SCIENCE AND TECHNOLOGY AETT 30

Fifth Floor, 1483 Douglas Street
Victoria V8W 3K4
Phone 387-6065

The Premier's Advisory Council on Science and Technology advises the Premier on science and technology issues intended to improve economic development in the province.

SCIENCE COUNCIL OF BRITISH COLUMBIA AETT 31

100, 3700 Gilmore Way
Burnaby V5G 4M1
Phone 438-2752

The Science Council of British Columbia advises the government on the implementation of science policy and encourages economic development in British Columbia through the promotion of creative applications of science and technology. The Science Council promotes the growth of science-based industries in British Columbia by investing provincial **funds** in university and private sector scientific research projects and human resource development programs.

DISCOVERY FOUNDATION AETT 32

The Station
400, 601 West Cordova Street
Vancouver V6B 1G1
Phone 688-8464

The Discovery Foundation is mandated to stimulate the development of scientific and technological industries in the province.

ADVANCED SYSTEMS INSTITUTE AETT 33

310, 3700 Gilmore Way
Burnaby V5G 4M1
Phone 435-0551

The Advanced Systems Institute supports research in advanced systems disciplines (artificial intelligence, robotics, computer science, telecommunications and microelectronics) through collaborative efforts among British Columbia's universities and industries. The institute offers fellowships, scholarships, grants and workshops to promote the **transfer** of research and technology between industry and universities.

BRITISH COLUMBIA RESEARCH CORPORATION AETT 34

3650 Wesbrook Mall
Vancouver V6S 2L2
Phone 224-4331

The British Columbia Research Corporation provides scientific research, engineering, analysis, assessment and counselling **services** to business and industry throughout the province.

ADMINISTRATION AND SUPPORT SERVICES DIVISION AETT 35

For more information on the programs and services of the Administration and Support Services Division, contact the appropriate branch directly.

STUDENT SERVICES BRANCH AETT 36

1106 Cook Street
Victoria V8V 1X4
Phone 387-6100
Phone 1-800-742-1818 (toll free)

The Student Services Branch of the ministry provides financial assistance to students under the **British Columbia Student Assistance Program (BCSAP)**. BCSAP is an overall program of **loans** and **grants** administered by the province. These programs include Canada Student Loans, British Columbia Student Loans, and grant programs that help support eligible students to achieve their educational goals.

Students should apply for financial assistance at the **Financial Aid Office** located at the post-secondary institution they plan to attend. Students attending private institutions or institutions outside British Columbia should contact the Student Services Branch.

For further information regarding financial aid programs, call the Student Services Branch at 387-6100 or 1-800-742-1818 (toll free). A brochure entitled *Investment for the Future: Financial Assistance for Advanced Education Students* provides basic information on provincial student assistance programs, and is available from the Student Services Branch or the Financial Aid Office of each institution.

HUMAN RESOURCES BRANCH AETT 37

Second Floor, 818 Broughton Street
Victoria V8V 1X4
Phone 387-0889

The Human Resources Branch provides consultative and administrative support services for the effective management of human resources in the ministry. The branch assists ministry management in selecting, allocating and maintaining a competent workforce. The branch provides advice on all matters relating to recruitment and selection, labour relations, accident prevention, benefit administration, classification, organizational design, and employee counselling.

INFORMATION SYSTEMS BRANCH AETT 38

Second Floor, 818 Broughton Street
Victoria V8V 1X4
Phone 387-6155

The Information Systems Branch assists the ministry in meeting its business objectives by managing and acquiring information technology. The branch consults with all divisions in the ministry to determine their needs and recommends systems direction, development and budget based on those needs.

FINANCIAL SERVICES BRANCH AETT 39

Third Floor, 1022 Government Street
Victoria V8V 1X4
Phone 387-3907

The Financial Services Branch is responsible for managing the ministry's financial function, such as payroll and accounting; budget preparation and co-ordination; financial planning and control; and the provision of facility and support services throughout the ministry. The branch is also responsible for maintaining ongoing liaison with other government agencies regarding matters of finance and financial administration.

ACTS AETT 40

The Ministry of Advanced Education, Training and Technology is responsible for the following Acts.

Accountants (Certified General) Act
Accountants (Chartered) Act
Accountants (Management) Act
Applied Science Technologists and Technicians Act

Apprenticeship Act
Architects Act
Architects (Landscape) Act
Barbers Act
College and Institute Act
Engineers Act
Hairdressers Act
Institute of Technology Act
Ministry of Labour Act (section 3 (e) (g))
Open Learning Agency Act
Private Post-Secondary Education Act
Science and Technology Fund Act
Science Council Act
Trinity Western University Foundation Act
University Act
University Foundations Act
University of Northern British Columbia Act

MINISTRY OF AGRICULTURE, FISHERIES AND FOOD

MINISTER
Parliament Buildings
Victoria V8V 1X4

DEPUTY MINISTER
808 Douglas Street
Victoria V8W 2Z7

General Enquiries: Phone 387-5121

The British Columbia Ministry of Agriculture, Fisheries and Food provides a broad range of services which support its mission statement: "The Ministry of Agriculture, Fisheries and Food will encourage sustainable growth and development of industries involved in producing, processing, distributing, and marketing agricultural, fish and food products in British Columbia to meet demand in domestic and export markets."

The Minister of Agriculture, Fisheries and Food presides over the ministry and is responsible to the Lieutenant Governor in Council for its direction. In addition, the Minister is responsible for the Agricultural Land Commission, the B.C. Marketing Board and the Okanagan Valley Tree Fruit Authority.

Ministry programs are structured organizationally under the Deputy Minister in three divisions: Financial Programs and Administration; Agriculture; and Fisheries and Food. Since the Policy and Legislation Services Branch, Corporate Planning Branch and Public Affairs Branch provide service and advice to all segments of the ministry, they report directly to the Deputy Minister. Every other branch reports to the Assistant Deputy Minister in charge of the division.

CORPORATE PLANNING BRANCH AGRI 1

Fifth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-2861 FAX 356-7279

The branch supports the long-term strategic plan for the government of British Columbia by effectively developing and implementing integrated business plans for ministry executive staff, regional offices and branches.

PUBLIC AFFAIRS BRANCH AGRI 2

Fourth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-2862 FAX 387-3522

The Public Affairs Branch keeps the media and the public informed about ministry programs and policies; creates public awareness and understanding of agriculture, fish and food industry contributions to the British Columbia economy; and promotes loyalty to British Columbia food products.

The branch administers the **4-H Youth Development Program** which provides agricultural awareness and leadership training for rural and farm **youth** in British Columbia. It also provides training for the core of volunteers who provide local leadership for the 4-H program.

The branch also includes **Statistical Services**, which operates the **Agriculture, Fisheries and Food Infobase** on the **B.C. Business Network** and develops, manages and disseminates agricultural, fish, and food information at a commodity and industry level for British Columbia. Statistical Services verifies data and ensures the correct use of statistics in ministry documents.

POLICY AND LEGISLATION SERVICES AGRI 3

Fourth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1816 FAX 387-3522

Policy and Legislation Services ensures that programs are consistent with provincial policy and that they support the agriculture and fisheries industries. The branch formulates and recommends sound **land use** policies, programs, and practices that ensure maintenance of **agricultural resources** and create opportunities for growth and development.

The branch also co-ordinates the ministry's legislative program and ensures that legislative initiatives reflect the policies of the ministry and government and are practical to implement. The branch is also responsible for the overall processing and review of Orders In Council and Ministerial Orders.

FINANCIAL PROGRAMS AND ADMINISTRATION DIVISION AGRI 4

FINANCE AND ADMINISTRATION BRANCH AGRI 5

Third Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1849 (General Enquiries) FAX 387-5130
Phone 387-0964 (Central Support)
Phone 356-7388 (Information Technology)

The Finance and Administration Branch supports ministry programs in areas of financial planning, administrative support, financial operations and computer services.

The **Financial Planning Unit** offers financial and management support at the corporate level through financial reporting and budgetary planning and control.

The **Central Support Unit** offers a wide range of administrative services which include asset management, records management, mail distribution, centralized stationery and supply services, high volume photocopying services, office accommodation, space management, special equipment installations, centralized control of asset purchases, and vehicle fleet management.

The **Financial Operations Unit** is responsible for processing payroll, travel expenses, accounts payable, employee relocation, grants, subsidies, revenue and journal entries.

The wide range of services provided by the **Information Technology Branch** includes consulting services to other branches in the development of new systems and computer applications, centralized budget planning and purchasing of computer equipment. The Information Technology Branch also operates a Help-line problem-solving service for mainframe network and approved hardware and software applications.

PERSONNEL BRANCH AGRI 6

Third Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1858 FAX 387-5130

The Personnel Branch is responsible for human resources policies and procedures, management information, appropriate classification and compensation levels for all employees, staff recruitment, benefits counselling, employment equity, occupational health and safety, labour relations, employee benefit records and all matters affecting working conditions and performance. The branch also serves as a liaison with the Government Personnel Services Division and the Superannuation Commission.

AGRICULTURAL FINANCE SERVICES AGRI 7

Second Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1645 FAX 356-0044

Within Agricultural Finance Services, the Financial Development Programs Branch provides financial assistance in the form of loans to stimulate industrial development.

The Farm Income and Crop Insurance Branch provides income stabilization and safety-net programs designed to reduce income fluctuations of producers and reduce risks associated with the production of selected commodities.

FINANCIAL DEVELOPMENT PROGRAMS BRANCH AGRI 8

Second Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1828 FAX 356-0044

The **Agricultural Land Development Assistance (ALDA) Program** provides low-interest **loans** to farmers for improvements that will enhance the agricultural productivity of the land. Eligible projects include drainage, clearing, range seeding, developing water sources and waste management.

The **Canada-British Columbia Accord on Soil and Water Conservation and Development** provides an umbrella for the establishment and co-ordination of programs relating to soil and water conservation and development. One agreement, the **Canada-British Columbia Soil Conservation Agreement**, which provides for the expenditure of $5 million by the federal and provincial governments before March 31, 1994, was signed in 1990. The agreement provides programs for on-farm technology transfer, education and awareness, and **research** into key soil and water issues facing the agricultural industry in British Columbia.

The **Canada-British Columbia Grape and Wine Adjustment Initiative** provides **grants** to develop new markets and wine products for the grape and wine sectors, which are adjusting to the Free Trade Agreement and recent GATT rulings.

The **Feeder Association Loan Guarantee Program** encourages the formation of feeder associations by a government loan guarantee to encourage the further feeding of cattle and lambs in British Columbia. The associations formed as co-operatives are entitled to receive a government guarantee of 25 per cent on loans taken out by the association to a maximum of $2 million.

The **Guaranteed Loan Program** increases the availability of commercial credit to viable **farm** operations which have a high credit risk by providing support security to commercial lenders, i.e., chartered banks and credit unions.

FARM INCOME AND CROP INSURANCE BRANCH

AGRI 9

Second Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1615 FAX 356-0044

The Farm Income and Crop Insurance Branch administers income stabilization insurance programs designed to reduce fluctuations in farm income, thereby reducing the financial risk associated with the production of selected commodities.

The **Farm Income Insurance Program** assists the agriculture industry in realizing fair returns for its labour and investment by stabilizing returns to participating producers when average returns fall below a benchmark cost-of-production figure.

Commodities presently covered include swine, beef, sheep, processing strawberries, processing vegetables (peas, beans, corn), tree fruits, potatoes, and blueberries.

The federal/provincial **National Tripartite Stabilization Plans** enable those producing and selling certain kinds of animals and crops to share the risk of fluctuating prices by providing payments when prices fall below a calculated multi-year average price.

Currently, British Columbia's participation includes apples, beef, lamb, hogs honey and onions.

The federal/provincial **Crop Insurance Program** provides an opportunity for farmers to protect themselves from the economic effects of crop losses caused by specified natural perils such as drought, hail, flood and frost. Crop insurance coverage is available for 28 designated crops in British Columbia.

On March 28, 1991, British Columbia announced participation in the new federal/provincial **Gross Revenue Insurance Plan (GRIP)**, designed to offer yield and price protection to the grain and oilseed farmers of British Columbia.

Crop Insurance District Offices:

205, 33780 Laurel Street
Abbotsford V2S 1X4
Phone 852-5211 FAX 852-5428

1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2242 FAX 784-2211

210, 9711 — 100th Avenue
Fort St. John V1J 1Y2
Phone 787-3240 FAX 787-3299

1873 Spall Road
Kelowna V1Y 4R2
Phone 861-7208 FAX 861-7490

Box 940, West Seventh Street
Oliver V0H 1T0
Phone 498-6235 FAX 498-6333

107, 3547 Skaha Lake Road
Penticton V2A 7K2
Phone 492-1355 FAX 492-1309

640 Borland Street
Williams Lake V2G 1R8
Phone 398-4500 FAX 398-4688

AGRICULTURE DIVISION AGRI 10

There are three regional offices, each with a director who administers the region's district offices and directs **extension** program development in the region. Ministry staff work with farm and food businesses to adopt new technology, information and management skills which enable the industry to compete effectively at the production level and in a rapidly changing marketplace.

District agriculturists, **horticulturists**, and other specialists in the three regional offices and 19 district offices implement ministry financial, special, and marketing programs. Regional staff also represent the ministry on technical committees at the local, regional, provincial, and national levels.

District and Regional Offices:

SOUTH COASTAL REGION

Abbotsford Regional Office
205, 33780 Laurel Street
Abbotsford V2S 1X4
Phone 852-5211 FAX 852-5428

Agriculture and Food Centre
32916 Marshall Road
Abbotsford V2S 1K2
Phone 852-5350 FAX 853-5394

45850F Yale Road
Chilliwack V2P 2N9
Phone 795-8395 FAX 795-8454

2500 Cliffe Avenue
Courtenay V9N 5M6
Phone 334-1239 FAX 334-1209

238 Government Street
Duncan V9L 1A5
Phone 746-1210 FAX 746-1292

Building 20
8801 East Saanich Road
Sidney V8L 1H3
Phone 656-0941 FAX 656-8922

17720 — 57th Avenue
Surrey V3S 4P9
Phone 576-2911 FAX 576-8717

SOUTHERN INTERIOR REGION

Second Floor
42 Eighth Avenue South
Cranbrook V1C 2K3
Phone 426-1535 FAX 426-1546

456 Northwest Boulevard
Creston V0B 1G0
Phone 428-3255 FAX 428-3271

162 Oriole Road
Kamloops V2C 4N7
Phone 828-4552 FAX 828-4631

Kelowna Regional Office
1873 Spall Road
Kelowna V1Y 4R2
Phone 861-7211 FAX 861-7490

9971 — 350th Avenue
Oliver V0H 1T0
Phone 498-6235 FAX 498-6333

101, 3547 Skaha Lake Road
Penticton V2A 7K2
Phone 492-1320 FAX 492-1309

Salmon Arm Access Centre
681 Marine Park Drive Northeast
Salmon Arm V1E 4S4
Phone 832-1630 FAX 832-1707

4607 — 23rd Street
Vernon V1T 4K7
Phone 549-5580 FAX 549-5488

NORTH CENTRAL REGION

1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2225 FAX 784-2299

201, 9711 — 100th Avenue
Fort St. John V1J 1Y2
Phone 787-3240 FAX 787-3299

Prince George Regional Office
RR 8, RMD 7
Experimental Farm Site
Prince George V2N 4M6
Phone 565-6466 FAX 565-6675

101, 350 Barlow Avenue
Quesnel V2J 2C1
Phone 992-4241 FAX 992-4221

Access Centre
1020 Murray Street
Smithers V0J 2N0
Phone 847-7246 FAX 847-7711

2639 Church Street
Vanderhoof V0J 3A0
Phone 567-6311 FAX 567-6350

640 Borland Street
Williams Lake V2G 1R8
Phone 398-4500 FAX 398-4688

FARM MANAGEMENT BRANCH AGRI 11

4607 — 23rd Street
Vernon V1T 4K7
Phone 549-5580 FAX 549-5488

The branch objective is to improve farm profits by encouraging the use of sound farm management and strategic planning principles. Staff generate new research and development initiatives, demonstrate new technologies applicable to farm management, and train ministry extension staff to implement those techniques.

Staff also provide **Farm Business Management** information, educational services and other support to the ministry, farm clients and agri-business.

SOILS AND ENGINEERING BRANCH AGRI 12

33832 South Fraser Way
Abbotsford V2S 2C5
Phone 852-5363 FAX 853-4383

Through sound **soil** and **water** management and the use of advanced food production systems applicable to British Columbia conditions, the branch works to enhance the environmental sustainability of the agri-food industry. Staff develop and introduce **conservation** farming systems and new **engineering** technologies to make the industry more profitable, competitive and environmentally sound.

The Soils and Engineering Branch increases agri-food sector competitiveness by developing innovative solutions to **land use** conflicts which limit the growth and development potential of the industry.

EXTENSION SYSTEMS BRANCH AGRI 13

Fourth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 387-3498 FAX 387-3522

The branch provides educational materials on various food production topics for use by the ministry's front-line extension staff who deliver integrated extension programs to **farmer-clients** across the province. Topics include managing, marketing and advanced production technology.

Key branch outputs include technical **publications**, fact sheets, newsletters, audio-visuals, displays at agricultural events, and informational articles on technical topics for use by agricultural media and educational institutions.

SPECIALIZED SERVICES AGRI 14

Fifth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1813 FAX 356-7279

Within the Agriculture Division, Specialized Services provides extension, applied research, specialist and regulatory services through the Animal Health Branch, Crop Protection Branch, Rural Organizations Branch, Horse Industry Program, Game Farming Program and the DATE (Demonstration of Agricultural Technology and Economics) Program.

ANIMAL HEALTH BRANCH AGRI 15

Animal Health Centre
Box 100, 1874 Gladwin Road
Abbotsford V2S 4N8
Phone 854-4400 FAX 853-4357

The Animal Health Branch provides leadership in the areas of animal health and **disease** monitoring and control. The branch administers and manages four major programs which include a veterinary laboratory diagnostic service, animal health management and disease control, aquaculture health, and brand inspections and regulatory services.

LABORATORY SERVICE AGRI 16

Animal Health Centre
Box 100, 1874 Gladwin Road
Abbotsford V2S 4N8
Phone 854-4400 FAX 853-4357

The Laboratory Service provides laboratory diagnostic services for private **veterinarians** and **animal owners**. Services include gross pathology, histology, bacteriology, virology, parasitology, toxicology and clinical nutrition analyses. Blood testing for antibodies to diseases and for nutritional mineral levels is also available. In addition to identifying a disease or production problem, these services are used for disease monitoring as well as prevention and health maintenance programs.

ANIMAL HEALTH MANAGEMENT AND DISEASE CONTROL AGRI 17

Animal Health Centre
Box 100, 1874 Gladwin Road
Abbotsford V2S 4N8
Phone 854-4400 FAX 853-4357

Animal Health Management and Disease Control delivers specific animal health programs. The program promotes disease control by providing specialized consultation on husbandry problems and the diagnoses and prevention of disease or nutritional deficiencies in livestock. It licenses **fur farms**, lay **veterinary drug retailers**, medicated **feed mills** and **feed retailers**. It also administers the Animal Disease Control Act, Pharmacy Act (sections 49–56), Fur Farm Act and Veterinary Laboratory Act, and is responsible for the Veterinarians Act and Prevention of Cruelty to Animals Act.

AQUACULTURE HEALTH AGRI 18

Animal Health Centre
Box 100, 1874 Gladwin Road
Abbotsford V2S 4N8
Phone 854-4400 FAX 853-4357

Aquaculture Health provides consultative field and laboratory diagnostic services to aquaculture. The branch designs and implements aquaculture health programs and health regulations to assist in the economic viability of the aquaculture industry.

BRAND INSPECTIONS AND REGULATORY SERVICES AGRI 19

162 Oriole Road
Kamloops V2C 4N7
Phone 828-4677 FAX 828-4979

Brand Inspections and Regulatory Services registers brands and provides brand inspection services. The branch licenses and bonds **livestock** dealers, their agents, **slaughterhouses** and hide dealers in order to maintain livestock owner security. It also licenses public saleyards, yardmen and **auctioneers**. The branch administers, or is responsible for, and enforces 20 provincial and federal statutes including the Livestock Brand Act, Livestock Act, Livestock Public Sales Act, Cattle Horn Act, Livestock Lien Act, Livestock Industry Act, Livestock Protection Act, Game Farm Act and Trespass Act.

RURAL ORGANIZATIONS BRANCH AGRI 20

Fourth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1635 FAX 387-3522

The branch objectives are to provide input to the agricultural employment sector on government policies as they affect **employment** on farms; provide financial assistance and policy direction to agricultural fairs and societies; provide a co-ordinating role for the development of an **"Agriculture in the Classroom"** program in British Columbia; help co-ordinate the funding of the Faculty of Agricultural Sciences, University of British Columbia; and research projects through the **Agricultural Research Council**.

Branch staff also administer the **DATE** (Demonstration of Agricultural Technology and Economics) program which provides funding for ministry staff demonstrations and evaluation of economic concepts and known **technological** advances for enhancing the production, processing and marketing of agricultural products.

CROP PROTECTION BRANCH AGRI 21

Fourth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1667 FAX 387-3522

The branch promotes effective and efficient pest control methods including safe and proper use of **pesticides, biological control**, and **integrated pest management**.

The **Apiculture Program** offers technical advice and strategies for the eradication or control of bee pests and diseases.

The **Range Improvement Program** and **Weed Control Program** promote enhancement of British Columbia rangeland for growth and development of the cattle industry. They ensure that **local governments** and other agencies enforce the appropriate level of weed control, and provide technical advice and funding to local governments and other agencies.

HORSE INDUSTRY DEVELOPMENT AGRI 22

17720 — 57th Avenue
Cloverdale V3S 4P9
Phone 576-2911 FAX 576-8717

The Horse Industry Program promotes orderly development of the industry with activities that focus on improved marketing and farm management skills and use of new equine technologies.

GAME FARMING DEVELOPMENT AGRI 23
Fourth Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 356-1677 FAX 387-3522

The Game Farming Development program fosters development of the province's game farming industry by providing information on new technologies and administering **licences** in accordance with the provincial Game Farm Act.

FISHERIES AND FOOD DIVISION AGRI 24

AQUACULTURE AND COMMERCIAL FISHERIES BRANCH AGRI 25

The branch administers and manages major programs for Aquaculture Industry Development and Operations and for Commercial Fisheries.

Aquaculture Industry Development provides extension/education services in co-ordination with **community colleges** and **industry** to facilitate knowledge development and technology transfer. Staff also help remove impediments to the industry's commercial development through the establishment and refinement of new policy and technology.

Aquaculture Operations ensures orderly and sustainable development of commercial aquaculture ventures through the issuance of **licences** to operate facilities and the enforcement of aquaculture regulations. Program staff are also responsible for managing wild **oyster** and **marine plant** resources of the province.

Commercial Fisheries facilitates the economic development of commercial fisheries by **licensing** and developing policy and legislation for fish processors, buyers, and vendors. Program staff also serve as provincial and private sector advocates with **federal** Departments of Fisheries and Oceans, External Affairs, and Indian and Northern Affairs, as well as with other provincial ministries and regional and **municipal governments**.

First Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 387-1166 (General Enquiries) FAX 356-7280
Phone 387-9580 (Aquaculture)
Phone 387-9567 (Commercial Fisheries)

Courtenay Access Centre
2500 Cliffe Avenue
Courtenay V9N 5M6
Phone 334-1401 (General Enquiries) FAX 334-1209
Phone 334-1406 (Commercial Fisheries)

FOOD INDUSTRY DEVELOPMENT SERVICES AGRI 26

First Floor, 808 Douglas Street
Victoria V8W 2Z7
Phone 387-7183 (Trade) FAX 356-7280
Phone 356-1671 (Marketing)

This program supports British Columbia's food and beverage industry, providing assistance and advice to companies to facilitate product development, **marketing** and global **trade** awareness. Staff provide policy advice to the minister regarding agricultural trade and marketing, and also provide secretariat services to the **British Columbia Marketing Board**.

AGENCIES

AGRICULTURAL LAND COMMISSION AGRI 27

4940 Canada Way
Burnaby V5G 4K6
Phone 660-7000 FAX 660-7033

Office of the Chairman
201, 1802 Douglas Street
Victoria V8T 4K6
Phone 356-1817 FAX 356-7279

The Agricultural Land Commission is an independent Crown agency established under the Agricultural Land Commission Act. Its mandate is to preserve agricultural land, as designated in the **Agricultural Land Reserve**, encourage the use of such land in a way that is compatible with agricultural purposes, and assist **local governments** in preparation of community **land use** plans. In conjunction with local authorities, the commission is also responsible for the enforcement and administration of the **Soil Conservation Act** which regulates soil removal and deposit of fill on Agricultural Land Reserve land.

The commission, consisting of one chairperson and five commissioners appointed by Orders in Council, decides on applications for exclusion, subdivision and **non-farm** use of land in the Agricultural Land Reserve. It also reviews and provides advice on policy documents affecting agricultural land use throughout the province, including official community plans and bylaws developed by local governments, **transportation** and **utility corridor** proposals, and Agricultural Land Reserve boundary reviews. It provides recommendations to cabinet on inclusion requests, and other applications (exclusion and non-farm use) by local governments.

Note: Local government offices have more information on the Agricultural Land Reserve (ALR).

BRITISH COLUMBIA MARKETING BOARD AGRI 28

201, 1802 Douglas Street
Victoria V8T 4K6
Phone 356-1817 FAX 356-5131

The British Columbia Marketing Board is a regulatory body and appeal tribunal established by government to oversee the activities of British Columbia's 13 commodity marketing boards and commissions. The British Columbia Marketing Board was most recently re-organized in 1974 and oversees the following boards and commissions:

B.C. Milk Marketing Board
B.C. Chicken Marketing Board
B.C. Cranberry Marketing Board
B.C. Egg Marketing Board
B.C. Grape Marketing Board
B.C. Hog Marketing Commission
B.C. Mushroom Marketing Board
B.C. Tree Fruit Marketing Board
B.C. Turkey Marketing Board
B.C. Vegetable Marketing Commission
B.C. Sheep and Wool Commission
B.C. Oyster Board
B.C. Broiler Hatching Egg Commission

The Ministry of Agriculture, Fisheries and Food also has responsibility for the Okanagan Tree Fruit Authority (see Crown Corporations, CC 15).

ACTS AGRI 29

The Ministry of Agriculture, Fisheries and Food administers the following Acts.

Agricultural and Rural Development (B.C.) Act
Agriculture Credit Act
Agricultural Land Commission Act
Agricultural Produce Grading Act
Agriculture Protection Act
Agrologists Act
Animal Disease Control Act
Bee Act
British Columbia Wine Act
Cattle Horn Act
Farm Distress Assistance Act
Farm Income Insurance Act
Farm Product Industry Act
Farmers' and Women's Institutes Act
Farming and Fishing Industries Development Act
Fisheries Act
Fish Inspection Act
Food Choice and Disclosure Act
Food Product Standards Act
Fur Farm Act
Game Farm Act
Grasshopper Control Act
Insurance for Crops Act
Livestock Act
Livestock Brand Act

Livestock Industry Act
Livestock Lien Act
Livestock Protection Act
Livestock Public Sale Act
Meat Inspection Act
Milk Industry Act
Ministry of Agriculture and Food Act
Natural Products Marketing (B.C.) Act
Okanagan Tree Fruit Authority Act
Pharmacists Act
Plant Protection Act
Prevention of Cruelty to Animals Act
Seed Grower Act
Seed Potato Act
Soil Conservation Act
Veterinarians Act
Veterinary Laboratory Act
Weed Control Act

MINISTRY OF ATTORNEY GENERAL

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**Fifth Floor, 910 Government Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The Attorney General of British Columbia is the chief law officer for the province, the official legal advisor to the Lieutenant Governor and the member of Cabinet responsible for legal affairs.

In Canada, constitutional responsibility for the justice system is shared by the federal and provincial governments. The federal parliament legislates criminal law and procedures and the laws relating to divorce, immigration, admiralty matters, bankruptcy and interprovincial trade and commerce. The federal department of justice is responsible for prosecuting drug offences and for appointing Superior Court judges.

Provincial Attorneys General oversee all other aspects of the administration of justice, including the operation of courts and the prosecution of criminal code offences. They appoint Provincial Court Judges and are also responsible for civil law, other than divorce.

LEGAL SERVICES BRANCH ATG 1

609 Broughton Street
Victoria V8V 1X4
Phone 356-8400

The Legal Services Branch ensures that all government affairs are managed in accordance with the law, conducts all **lawsuits** for or against the government, and advises government on legislative acts and proceedings of the provincial legislature. The branch also provides legal advice to all government ministries and agencies, drafts government contracts, prepares **statutes, regulations** and **Orders In Council,** and provides ministry-wide library services.

CRIMINAL JUSTICE BRANCH ATG 2

Branch Headquarters
Third Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-3840

The Criminal Justice Branch is responsible for **prosecuting** offences under the Criminal Code of Canada, the Young Offenders Act, provincial statutes and certain municipal bylaws in the Provincial, Supreme and Appeal Courts of British Columbia and in the Supreme Court of Canada. The branch also provides legal advice on criminal law to government ministries and the police, and develops policies and procedures on issues relating to the prosecution of criminal cases.

Branch headquarters administers the **Crown Counsel** system, including the **interprovincial** transfer of criminal charges and notifications under the protection-of-privacy provisions of the Criminal Code. Headquarters also co-ordinates responses to enquiries from the public and, together with Crown Counsel, analyzes new and established legislation and participates on federal and provincial committees and task forces.

Criminal Justice Branch publications include a video and brochure package *Being A Witness*, designed to provide **witnesses** with information on court processes and procedures.

CROWN COUNSEL ATG 3

Crown Counsel, lawyers who represent the interests of the state in a criminal case, conduct criminal **prosecutions** throughout the province. Crown Counsel must decide which charges to approve, which persons to refer to diversion from the Criminal Justice System (an **alternative** to prosecution for less serious offences, where the accused person admits responsibility for the offence and agrees to perform **community work service,** for example), and what information to provide to the court at the time of sentencing.

Crown Counsel work out of 48 locations across the province, through five Regional Crown Counsel Offices.

Interior Region
The Law Courts
401, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4021

Fraser Region
The Law Courts
Begbie Square
New Westminster V3M 1C9
Phone 660-8700

Northern Region
Fourth Floor, Plaza 400
1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6090

Vancouver Region
307, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-4100

Vancouver Island Region
Third Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-4481

CROWN COUNSEL VICTIM/WITNESS SERVICES ATG 4

Crown Counsel Victim/Witness Services focus on victims of major emotional or physical trauma and on cases involving fatalities. Managers of Crown Counsel Victim/Witness Services co-ordinate caseworkers and a number of volunteers to provide victims/witnesses with information about court procedures, **court accompaniment, assistance** with forms and **referral** to community agencies as needed. Victims of crime are referred to Crown Counsel Victim/Witness Services directly by Crown Counsel, or through other victim assistance programs and the Victims Information Line (see ATG 9).

Crown Counsel Victim/Witness Services are located in eight Crown Counsel Offices across the province.

401, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4453

601, 17 Church Street
Nanaimo V9R 5H5
Phone 755-2231

The Law Courts
Begbie Square
New Westminster V3M 1C9
Phone 660-8713

Fourth Floor, Plaza 400
1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6725

17850 — 56th Avenue
Surrey V3S 1C7
Phone 576-0284

110, 3408 Kalum Street
Terrace V8G 2N5
Phone 638-3623

222 Main Street
Vancouver V6Z 2S8
Phone 660-5052

Third Floor
910 Government Street
Victoria V8V 1X4
Phone 387-5108

CRIMINAL APPEALS AND SPECIAL PROSECUTIONS OFFICE ATG 5

The Criminal Appeals and Special Prosecutions Office of the Criminal Justice Branch is responsible for co-ordinating appeals to the British Columbia Court of Appeal and the Supreme Court of Canada. Counsel in this office may also be called in by Regional Crown Counsel to prosecute special or complex cases.

COURT SERVICES BRANCH ATG 6

Branch Headquarters
850 Burdett Avenue
Victoria V8W 1B4
Phone 356-1538

British Columbia's court system has three levels of courts, each hearing different kinds of cases.

The first level, the **Provincial Court,** operates through five divisions — Criminal Court, Traffic Court, Family Court, Youth Court and Small Claims Court — to handle minor criminal cases, traffic offences, family matters except divorce, youth offences and minor civil suits. The second level, the **Supreme Court** of British Columbia, hears serious criminal cases, civil cases over $10,000 and divorce. The British Columbia **Court of Appeal** is the highest court. If a person involved in a civil or a criminal case disagrees with the decision handed down by either of the lower courts, he or she can request the Court of Appeal to review that decision.

Court Services Branch provides British Columbia's 100 Provincial, 34 Supreme and three Appeal Court locations with the following services.

Court Administration Services to receive, register, file and process documents; receive and administer fines, fees and trust monies; prepare and maintain court files; manage court facilities; and provide general administration inside the courtroom, including court clerks to set **trial** dates and to record pleas and dispositions.

Judicial Administration Services to schedule trials, provide Justices of the Peace to hear bail applications and issue **warrants,** and supply Supreme and Small Claims Court Registrars to carry out limited judicial functions under the direction of the court.

A six-booklet package on taking a civil case to **Small Claims Court** is available.

Sheriff Services to serve certain documents and to administer contracts for the execution of **writs** (seizing and disposing of the property of a **debtor** under the authority of a court order); escort accused and convicted persons to and from the courts and between correctional facilities; provide prisoner and courtroom security; call citizens for **jury** duty; and supervise jury deliberations.

Transcript Services to provide word-for-word copies of court proceedings, by court reporters using shorthand or court recorders using audio equipment.

The Court Services Branch provides these services through six regional offices.

Interior Region
220, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4335

Vancouver Island Region
Courthouse
Third Floor, 35 Front Street
Nanaimo V9R 5J1
Phone 755-2415

Fraser Region
The Law Courts
202, 668 Carnarvon Street
New Westminster V3M 5Y6
Phone 660-9822

Northern Region
Third Floor, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-6075

Lower Mainland Region
222 Main Street
Vancouver V6A 2S8
Phone 660-4210

Vancouver
The Law Courts
800 Smithe Street
Vancouver V6Z 2E1
Phone 660-2847

For specific court locations and court services, please check in the Blue Pages of the local telephone book under Governments/British Columbia, Courts.

Court Services Branch Publications:
About Wills and Estates
Bail in B.C.: Some Basic Information
Deemed Conviction: What Does It Mean?
Divorce in B.C.: A Guide
Jury Duty (French and English versions)
Your Trial In French (bilingual)
A six-booklet package on taking a civil case to **Small Claims Court.**

MANAGEMENT SERVICES AND JUSTICE SUPPORT PROGRAMS BRANCH ATG 7

POLICY AND PROGRAM SERVICES DIVISION ATG 8

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5258

Policy and Program Services Division manages the development of legislation, policies and programs to address social and justice issues. These issues include **family** law and family violence, public legal **education** and plain language in law, Native justice and justice system **reform.** The division also co-ordinates the Victim Assistance Program for the Ministry of Attorney General.

VICTIM ASSISTANCE PROGRAM ATG 9

Phone 1-800-VICTIMS (toll-free)

The Victim Assistance Program (VAP) is funded and co-ordinated by two government ministries, the Ministry of Attorney General and the Ministry of Solicitor General, to provide victims of crime with information, practical assistance and emotional support. Ninety-five separate **victim programs** operate through Crown Counsel (see ATG 4) and Corrections offices, local police departments and community agencies. Twenty-seven specialized victim assistance programs deal specifically with victims of **wife assault, sexual assault** and **child sexual abuse.**

The **Victims Information Line,** 1-800-VICTIMS, is a free telephone service to provide callers with easy access to information on victim services across the province.

VAP publications for the general public:
Dealing with Breaking and Entering
Dealing with Sudden Death
When Crime Touches You
1-800-VICTIMS
The Victim Assistance Programs of British Columbia: 1989-1991

VAP publications for staff and volunteers include a quarterly newsletter, *Victim Services News*, and handbooks on *Volunteer Management, Victims of Crime, Wife Assault* and *Sexual Assault*.

COMMUNITY PROGRAMS DIVISION ATG 10

210, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2528

Community Programs Division oversees the operations of the Family Maintenance Enforcement Program and manages the Maintenance Enforcement Information Search Unit. The division also monitors and manages contracts with 27 specialized victim assistance programs (see ATG 9), Information Services Vancouver which operates the Victims Information Line (see ATG 9), six Sexual Assault Centres, the Native Courtworker and Counselling Association, the Salvation Army Courtworker Program, the Victoria Association for Community Diversion/Mediation Services and the Public Legal Education Society.

FAMILY MAINTENANCE ENFORCEMENT PROGRAM ATG 11

210, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2528

The Director of Community Programs Division is also the Director of Maintenance Enforcement, responsible for the daily operations of the Family Maintenance Enforcement Program and the Maintenance Enforcement Information Search (MEIS) Unit. The MEIS Unit searches for missing spouses — married or common law — in order to settle such **family law** matters as child or spousal support, child custody, access or guardianship. MEIS publishes a brochure on its services entitled *Family Law: Searching for Your Missing Partner.*

The Family Maintenance Enforcement Program (FMEP) enrolls, monitors and enforces Maintenance Orders and Agreements that require separated or divorced spouses to continue providing financial support for their families through three regional offices:

Lower Mainland Region
Phone 660-3281 in Greater Vancouver, or toll-free 1-800-663-9666 outside **Greater Vancouver.**

Interior Region
Phone 828-4780 in Kamloops area, or toll-free 1-800-663-3933 outside **Kamloops.**

Vancouver Island Region
Phone 356-8692 in Greater Victoria, or toll-free 1-800-663-3455 outside **Greater Victoria.**

FMEP publications:

FMEP: Information for Debtors
FMEP: Information for Enrolled Creditors
FMEP: Notice of Attachment
FMEP: We Owe It To Our Children
The First Anniversary Status Report

FINANCE AND ADMINISTRATION DIVISION ATG 12

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-4505

Finance and Administration Division processes all ministry financial transactions (including payroll), prepares and allocates the ministry's annual budget, prepares financial reports and financial analyses of ministry operations, and develops financial policies, procedures and systems. The division is responsible for analyzing the ministry's building needs, managing the ministry's capital project plan and constructing new facilities. It also co-ordinates a number of administrative support areas, including vehicles, telecommunications and purchasing.

PERSONNEL SERVICES DIVISION ATG 13

Division Headquarters
Second Floor, 530 Fort Street
Victoria V8W 1E9
Phone 387-1891

Personnel Services Division offers services to both the Ministry of Attorney General and the Ministry of Solicitor General in all areas of personnel administration, including labour relations, personnel recruitment and selection, job classification, organizational structures, personnel training, policy development and occupational health and safety, general human resource management and employee programs.

Personnel Services Division operates **five regional** offices across the province.

Fraser Region
220, 2881 Garden Street
Clearbrook V2T 4X1
Phone 852-5330

Interior Region
222, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4339

Northern Region
Fourth Floor, Plaza 400
1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6575

Lower Mainland Region
204, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2955

Vancouver Island Region
First Floor, 851 Blanshard Street
Victoria V8W 2G9
Phone 387-4319

COMMUNICATIONS AND PUBLIC AFFAIRS DIVISION ATG 14

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 356-9596

Communications and Public Affairs Division manages the ministry's communications activities, including researching and analyzing the information needs of ministry programs, services and major initiatives. The division creates and executes communication plans; develops and distributes public information materials, pamphlets and brochures for both staff and the general public; and manages media relations, news releases, press conferences and special events. It is also responsible for ministry advertising and promotions, for assessing public response to ministry programs, and monitoring and evaluating ministry communication activities.

SYSTEMS SERVICES DIVISION ATG 15

3, 1483 Douglas Street
Victoria V8W 3K4
Phone 356-8740

Systems Services Division is responsible for developing ministry systems and for acquiring, maintaining and evaluating ministry hardware and software. It is also responsible for providing technical advice and strategic planning, for technology standards, data administration and quality assurance, and for user helpline support.

LAND TITLE BRANCH ATG 16

Administration
First Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-1903

Through Land Title Offices across the province, the Land Title Branch records and **registers ownership** and other **interests** in **land** and issues certificates concerning land ownership. It also creates titles to new land brought into the system by the Crown or new land parcels created by subdivision, and provides public search facilities to land title records. The Land Title Branch uses the Torrens Title Registration System, allowing a person who has established that he or she is entitled to an estate in land to have the ownership registered and assured by the government.

Any **Land Title Office** or **Government Agent** can conduct a search of the province's land title records. Requests for land title searches must include the legal description of the property (not the street address). The cost of a title search by mail is $10.00; the cost in-person is $8.00. Telephone requests for title searches are not accepted. For general enquiries, please call the Land Title Office nearest the land in question.

There are six Land Title Offices across British Columbia.

Kamloops Land Titles
114, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4455

Nelson Land Titles
Box 290, 310 Ward Street
Nelson V1L 4E7
Phone 354-6500

New Westminster/Vancouver Land Titles
88 Sixth Street
New Westminster V3L 5B3
Phone 660-2595

Prince George Land Titles
401, 299 Victoria Street
Prince George V2L 5B8
Phone 565-6200

Prince Rupert Land Titles
730 Second Avenue West
Prince Rupert V8J 1H3
Phone 627-0530

Victoria Land Titles
850 Burdett Avenue
Victoria V8W 1B4
Phone 387-6331

For the location of the nearest **Government Agent,** check the local telephone directory Blue Pages under Governments/British Columbia, or refer to the list of Government Agents in this guide (Ministry of Development, Trade and Tourism, DTT 43).

OFFICE OF THE PUBLIC TRUSTEE ATG 17

600, 808 West Hastings Street
Vancouver V6C 3L3
Phone 660-4444

The Office of the Public Trustee protects the legal and financial interests of **mentally incapable persons** and **minors,** and the estates of **deceased** and **missing persons.**

When there is no one else — a friend or relative — willing and able to act, the Public Trustee may serve as "Committee" (Kaw/mi-tea) to manage the financial and legal affairs of mentally incapable persons, or as "Official Guardian" to protect the assets and interests of children under the age of 19. The Public Trustee also acts as "Curator" to safeguard the estates of missing persons until they are either found or declared dead.

The Public Trustee serves as "Official Administrator" for the province and may act on behalf of people who die without leaving a **will** or without appointing someone who is willing and able to act as executor. The Public Trustee also audits the accounts of Private Committees (appointed by the court to represent mentally incapable persons), investigates allegations of financial abuse of mentally incapable persons or minors, and reviews and makes recommendations to the court on all settlements of **lawsuits** involving minors.

Office of the Public Trustee publications:
Year in Review: 1989/90
Private Committees (handbook)
How you can help manage the financial and legal affairs for someone who is physically or mentally disabled
Educational Assistance Fund (brochure for former wards)

AGENCIES

LAW REFORM COMMISSION ATG 18

601, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2366

The Law Reform Commission reviews the laws of British Columbia and recommends ways in which they may be improved. The commission works to **repeal** unnecessary or outmoded legislation, eliminate irregularities, **reduce** the number of separate statutes and, in general, **simplify** and modernize the **law.** Each year, the commission pursues a number of projects, suggested by either the Attorney General, members of the legal profession, judges or the general public, on specific areas of law that require attention.

The Law Reform Commission has made over 100 formal reports to the Attorney General on a variety of topics. Some concern technical legal matters, but others — such as those which deal with **family law** issues — are of wider public interest. A complete list of all **publications**, and how they can be obtained, is available from the commission.

EXPROPRIATION COMPENSATION BOARD ATG 19

514 Government Street
Victoria V8V 2L7
Phone 387-4321

The Expropriation Compensation Board determines the amount of compensation to be paid to an owner whose **property is expropriated** (taken away) by a **public agency.** When a property owner questions the amount offered, the board will conduct a hearing to consider the market value of the land, any interest payable, and business losses incurred by the owner. After the compensation hearing, the board will provide a written response of its findings and make an award. The owner generally recovers legal and appraisal costs arising from the claim.

The board's compensation decisions are published by the Canada Law Book Company in the Land Compensation Reports. The board also publishes a pamphlet entitled *Your Rights Under Expropriation*.

LEGAL SERVICES SOCIETY ATG 20

Provincial Headquarters
Box 3, 300, 1140 West Pender Street
Vancouver V6E 4G1
Phone 660-4600

Law Line
Phone 660-4673

The Legal Services Society provides **legal aid** — legal services for people who cannot afford a lawyer — and legal information and education services for the Province of British Columbia.

The **Schools Program** works with secondary school teachers and students to promote education about the law and publishes *Legal Perspectives*, a bimonthly magazine for teachers.

The **Public Legal Education Program** which produces plain language self-help materials, provides public advocacy training and funds community legal education workshops.

The **Legal Resource Centre** is a law library for the general public and staff of all Legal Services Society offices. The centre also operates the Law Line, a public telephone legal information service.

The Legal Services Society provides legal aid through 16 branch offices around the province.

1A, 33820 South Fraser Way
Abbotsford V2S 2C5
Phone 853-8712
533-8291 (toll-free)

344, 5021 Kingsway
Burnaby V5H 4A5
Phone 437-4432

208, 1040 Shoppers Row
Campbell River V9W 2C5
Phone 287-9521

9315 Nowell Street
Chilliwack V2P 4V8
Phone 792-7264

1101B — 103rd Avenue
Dawson Creek V1G 2G8
Phone 782-5911

3, 10230 — 100th Street
Fort St. John V1J 3Y9
Phone 785-5674

510, 175 Second Avenue
Kamloops V2C 5W1
Phone 374-7777

1262 St. Paul Street
Kelowna V1Y 2C9
Phone 763-8804

201, 20189 — 56th Street
Langley V3A 3Y6
Phone 530-5811

Upper Floor, 10 Esplanade
Nanaimo V9R 4Y7
Phone 755-2550

550 Stanley Street
Nelson V1L 1N2
Phone 352-3147

302, 1488 Fourth Avenue
Prince George V2L 4Y2
Phone 562-4445

737 Second Avenue West
Prince Rupert V8J 1H4
Phone 627-1364

102, 15225 — 104th Avenue
Surrey V3R 6Y8
Phone 584-8535

2, 195 Alexander Street
Vancouver V6A 1N3
Phone 687-1831

208, 197 North Second Avenue
Williams Lake V2G 1Z5
Phone 392-2941

The society also funds 11 **Community Law Offices**, seven **Native Community Law Offices** and paralegal staff in two **Native Friendship Centres**. Contact the Legal Services Society's provincial headquarters in Vancouver or the nearest branch office for addresses and phone numbers.

LAW COURTS EDUCATION SOCIETY ATG 21

Provincial Headquarters
219, 800 Smithe Street
Vancouver V6Z 2E1
Phone 660-2919

The Law Courts Education Society organizes **court watching** visits for secondary and intermediate school children and the general public in courthouses across the province. The society provides specialized programs and workshops on the **court process** for Native British Columbians, community college and university groups, English as a Second Language and Adult Basic Education students, multicultural communities, senior citizens and service clubs.

The society also offers short-term, courts-related work experience for high school and college students, produces school curriculum and informational materials in a variety of languages, and organizes professional development workshops at teacher conferences and community colleges. The society coordinates courthouse activities for the annual **Law Day Open House** and organizes two-week summer law camps for Latin American, Punjabi, Chinese, Vietnamese and Native youth in a variety of locations around the province.

The Law Courts Education Society operates regional offices across the province.

Interior Region
The Law Courts
405, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4662

Northern Region
Court Services
Third Floor, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-6258

Lower Mainland East Region
Surrey Provincial Court
14340 — 57th Avenue
Surrey V3X 1B2
Phone 572-2276

Lower Mainland West Region
219, 800 Smithe Street
Vancouver V6Z 2E1
Phone 660-2919

Society publications include a semi-annual newsletter, *CourtLink*, and numerous brochures, charts and school curricula. For a complete list of **publications,** contact the Law Courts Education Society's provincial headquarters or the nearest regional office.

ACTS ATG 22

The Ministry of Attorney General is responsible for the Acts listed below. To determine which branch, division, program or agency administers each Act, contact the ministry's Policy and Program Services Division (ATG 7).

Age of Majority Act
Attorney General Act (except section 2 (e) or (h) re: Police, Coroners, Racing Commission, Film Classification, O/C Patients Review Board, Parole Board, Motion Picture Appeal Board, Public Gaming Branch, Gaming Commission)
Builders Lien Act
Civil Rights Protection Act
Commercial Arbitration Act
Commercial Tenancy Act
Company Act (only section 348)
Condominium Act (only powers and duties of Registrar of Titles)
Conflict of Laws Rules for Trusts Act
Constitutional Question Act
County Boundary Act
Court Agent Act
Court of Appeal Act
Court Order Enforcement Act
Court Order Interest Act

Court Rules Act
Crown Franchise Act
Crown Proceeding Act
Curfew Act
Disciplinary Authority Protection Act
Escheat Act
Estate Administration Act
Estates of Missing Persons Act
Evidence Act
Expropriation Act
Family Compensation Act
Family Maintenance Enforcement Act
Family Relations Act (except section 3)
Federal Courts Jurisdiction Act
Financial Disclosure Act
Foreign Arbitral Awards Act
Foreign Money Claims Act
Fraudulent Conveyance Act
Fraudulent Preference Act
Frustrated Contract Act
Good Samaritan Act
Holiday Shopping Regulation Act
Homestead Act
Infants Act
International Sale of Goods Act
International Trusts Act
Interpretation Act
Judicial Review Procedure Act
Jury Act
Justice Administration Act
Land (Spouse Protection) Act
Land Title Act
Land Title Inquiry Act
Land Transfer Form Act
Law and Equity Act
Law Reform Commission Act
Legal Profession Act
Legal Services Society Act
Libel and Slander Act
Limitation Act
Municipal Act (part 20 only)
National Cablevision Limited Transfer of Jurisdiction Act
Negligence Act
Notaries Act
Occupiers Liability Act
Offence Act
Ombudsman Act
Partition of Property Act
Patients Property Act
Pawnbrokers Act

Perpetuity Act
Power of Appointment Act
Power of Attorney Act
Privacy Act
Probate Recognition Act
Property Law Act
Provincial Court Act
Public Trustee Act
Queen's Counsel Act
Regulations Act
Rent Distress Act
Sales on Consignment Act
Sheriff Act
Small Claims Act
Statute Revision Act
Statute Uniformity Act
Subpoena (Interprovincial) Act
Supreme Court Act
Survivorship and Presumption of Death Act
Trespass Act
Trust and Settlement Variation Act
Trustee Act
Trustee (Church Property) Act
Wills Act (except part 2)
Wills Variation Act
Young Offenders (British Columbia) Act

MINISTRY OF DEVELOPMENT, TRADE AND TOURISM

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**712 Yates Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The Ministry of Development, Trade and Tourism has three main functions:

- To promote the development of the British Columbia economy and represent the interests of the British Columbia business community, within the provincial government as well as in relation to other provinces and the federal government;
- To co-ordinate the government's international business development strategy, encourage the export of British Columbia-produced goods and services, attract investment to the province and represent the province in world trade negotiations; and
- To position British Columbia as a quality, world-class tourism experience.

STRATEGIC SERVICES AND COMMUNICATIONS DTT 1

712 Yates Street
Victoria V8V 1X4
Phone 356-8712 FAX 356-0105

629, 999 Canada Place
Vancouver V6C 3E1
Phone 844-1857 FAX 660-4718

Strategic Services and Communications provides communications and public relations services for the ministry.

This division is responsible for ensuring that information about ministry programs is available to client groups; informing the general public about the roles, activities and goals of the ministry; providing the media with accurate and current information to assist them in reporting activities of the ministry; and advising the minister and ministry officials on sensitive public affairs issues.

ECONOMIC DEVELOPMENT DIVISION DTT 2

712 Yates Street
Victoria V8V 1X4
Phone 387-0238 FAX 356-8212

The Economic Development Division is responsible for a wide range of activities relating to economic analysis and advice on policies and programs, identification of investment opportunities, and facilitation of industrial projects and economic initiatives.

INDUSTRIAL DEVELOPMENT BRANCH DTT 3

712 Yates Street
Victoria V8V 1X4
Phone 387-0240 FAX 356-8212

This branch develops policies and programs to support logging and forestry, value-added wood manufacturing, the pulp and paper industry, agriculture, the food and beverage industry, environmental industries and the financial services industry.

Working closely with other government agencies, the branch promotes new investment and, where necessary, provides incentive packages for major projects in these industrial sectors.

The Industrial Development Branch also develops industrial policies and planning options which support **environmentally sound regional development and diversification**.

In addition, the branch negotiates with the federal government and other provinces to advance British Columbia's regional development objectives.

CLAYOQUOT SOUND TASK FORCE DTT 4

Economic Development Division staff co-ordinated and supported the Clayoquot Sound Task Force, a dispute resolution prototype designed to increase community involvement in resource-use decisions.

The involvement with the Clayoquot Sound Task Force is an example of how the division works to integrate environmental values into economic development and resource-use decisions.

TECHNOLOGY AND COMMUNICATIONS BRANCH DTT 5

712 Yates Street
Victoria V8V 1X4
Phone 387-2018 FAX 356-8212

This branch develops policies and strategies to promote the growth of business and professional services, and advanced technology and knowledge-based industries, including communications, electronics, software, aerospace, subsea, biotechnology and pharmaceuticals.

Working closely with other government agencies, the branch promotes new investment and, where necessary, provides incentive packages for major projects in these industrial sectors.

The branch also represents the province's interests in telecommunications, broadcasting/cable and related industries, through inter-governmental negotiations, regulatory interventions and delivery of **regional communications grant programs**.

Communications Industry Initiatives DTT 6

The division has been active in the communications industry and recently completed a strategic plan defining the objectives and procedures of the province's participation in the regulation of telecommunications and broadcasting.

The division commissioned the **Review of the CRTC Cable Television Regulations**, a province-wide survey of cable subscribers, and commissioned focus groups to elicit data on public attitudes towards broadcasting and cable matters. The division's representation called for tightened rate regulations and increased consumer choice.

PRIMARY INDUSTRIES BRANCH DTT 7

712 Yates Street
Victoria V8V 1X4
Phone 387-3707 FAX 356-8212

The Primary Industries Branch develops policies and programs to support mining, energy, smelting, refining, industrial chemical, petrochemical and transportation industries.

Working closely with other government agencies, this branch promotes new investment and, where necessary, provides incentive packages and infrastructure co-ordination for major projects in these industry sectors. The branch also co-administers the Major Project Review Process.

MAJOR PROJECT REVIEW PROCESS DTT 8

Phone 387-0244 FAX 356-8212

The Major Project Review Process was established to support the goal of environmentally sound economic growth by assessing the **environmental** and **socio-economic impacts** of major projects. The division co-ordinates this review process in partnership with the **Ministry of Environment**.

QUEEN CHARLOTTE ISLANDS ECONOMIC DEVELOPMENT INITIATIVE DTT 9

This joint federal-provincial initiative promotes alternative economic activity, such as tourism, to offset diminishing logging activity on the Queen Charlotte Islands and to capitalize on the planned South Moresby National Park development.

SHIPBUILDING ACTION GROUP DTT 10

The Shipbuilding Action Group was established to deal with the problems of excess labour and materials capacity, and lack of federal purchase commitments in the shipbuilding industry.

PLANNING AND RESEARCH UNIT DTT 11

712 Yates Street
Victoria V8V 1X4
Phone 356-8158 FAX 356-8212

The Planning and Research Unit develops policies and programs on cross-sectoral issues and strategic initiatives including interprovincial and international trade, fiscal programs and regional and industrial adjustments.

This unit co-ordinates inter-branch and inter-divisional policy. The unit also undertakes special projects which do not fall within the mandate of other branches.

LIBRARY SERVICES DTT 12

712 Yates Street
Victoria V8V 1X4
Phone 387-0340 FAX 356-8035

The library manages a collection of market, feasibility, regional development and other studies undertaken or commissioned by the ministry, other government agencies, academia and the private sector.

The library also provides research support to the ministry and other provincial government agencies, and **helps the public** to access material pertaining to the British Columbia economy.

BUSINESS DEVELOPMENT DIVISION DTT 13

712 Yates Street
Victoria V8V 1X4
Phone 387-0275 FAX 356-8035

The Business Development Division supports industrial and small business development, as well as economic expansion and diversification, **in all regions** of the province.

The division is responsible for the design, negotiation, management, implementation and evaluation of a wide range of programs, policies, services and other initiatives.

BUSINESSWOMEN'S ADVOCATE DTT 14

Phone 387-0315 FAX 356-7026

The goals of the Businesswomen's Advocate are to increase the number of women who participate in the start-up of new British Columbia businesses; to improve the chances for survival and growth of businesses owned by women; and to sensitize government programs and educational efforts to the special needs of women entrepreneurs.

BUSINESS DEVELOPMENT AND INVESTMENT BRANCH DTT 15

712 Yates Street
Victoria V8V 1X4
Phone 387-0277 FAX 356-8035

This branch facilitates business and sectoral investment in all regions of the province by providing expertise on British Columbia's investment climate in relation to other jurisdictions; researching, assessing and packaging investment opportunities for domestic and international distribution; formulating strategic investment initiatives at the sectoral level; and operating the Investment Matching Service **(VentureNet)**, which matches investors with entrepreneurs needing investment capital and identifies regional/community and technology transfer investment opportunities.

The branch is also a primary contact for potential investors and provides policy advice on issues and initiatives affecting business development, investment and program evaluation.

The Investment Matching Program (VentureNet)
Phone 1-800-665-5457 (toll-free)
660-4080 (Vancouver)

This program provides information to match investors with entrepreneurs needing investment capital, identifies regional and community investment opportunities, and identifies companies seeking joint-venture partners, licensing/royalty agreements or technology transfer opportunities.

Investment opportunities and information are listed on the computerized database, VentureNet (accessible through the **B.C. Business Network**) and are also available in hard copy.

SMALL BUSINESS DEVELOPMENT BRANCH DTT 16

712 Yates Street
Victoria V8V 1X4
Phone 387-0313 FAX 356-7026

This branch represents the specific interests of the small business sector, with particular emphasis on providing vital information and advice to individuals wanting to start a business and to existing businesses that want to expand.

The branch is an advocate for an improved small business climate, and ensures that the interests of this sector are well represented in the internal processes of government at all levels.

Home-Based Business Program DTT 17

Phone 387-9890 FAX 356-7026

The objective of this program is to help home-based business people increase their business and marketing skills. The program includes workshops on starting a home-based business, running a home-based business and marketing home-based business products.

Student Venture Loan Program DTT 18

Phone 387-0313 (Victoria) FAX 356-7026
660-3900 (Vancouver)

The Student Venture Loan Program creates employment and provides business experience for students by offering interest-free loans of up to $5,000 to students who want to operate small businesses during the summer months.

Business Information Centre (BIC) Program DTT 19

Phone 356-9825 FAX 356-7026

This program provides basic information to the small business community, and offers a first point of access to assistance programs and services available from government agencies.

Funded by the Ministry of Development, Trade and Tourism, local Chambers of Commerce have set up Business Info Centres (BICs) in Chamber offices in over 80 communities throughout the province. These centres stock publications and other materials produced by various government agencies, and allow existing and potential businesses to access **business information, consumer contacts**, business **management training video tapes** and **B.C. Business Network** (BCBN) databases.

Business Info Centres (BICs) DTT 20

Vancouver Island/Coast Region

Alberni Valley Chamber of Commerce
2533 Redford Street
S-215, C-10, RR 2
Port Alberni V9Y 7L6
Phone 724-6535 FAX 724-6560

Campbell River and District Chamber of Commerce
1235 Shoppers Row
Box 400
Campbell River V9W 5B6
Phone 286-0764 FAX 286-6490

Comox Valley Chamber of Commerce
2040 Cliffe Avenue
Courtenay V9N 2L3
Phone 334-3234 FAX 334-4908

Cumberland Chamber of Commerce
2755 Dunsmuir Avenue
Box 74
Cumberland V0R 1S0
Phone 336-8313 FAX 336-2455

Duncan-Cowichan Chamber of Commerce
381 Trans Canada Highway
Duncan V9L 3R5
Phone 746-4421 FAX 746-8222

Juan de Fuca Chamber of Commerce
697 Goldstream Avenue
Victoria V9B 2X2
Phone 478-1130 or 478-3242
FAX 478-1584

Greater Nanaimo Chamber of Commerce
155 Skinner Street
Nanaimo V9R 5E8
Phone 753-1191 FAX 755-2242

Parksville and District Chamber of Commerce
1275 East Island Highway
Box 99
Parksville V9P 2G3
Phone 248-3613 FAX 248-5210

Port Hardy and District Chamber of Commerce
7250 Market Street
Box 249
Port Hardy V0N 2P0
Phone 949-7622 FAX 949-6653

Powell River Chamber of Commerce
6807 Wharf Street
Powell River V8A 1T9
Phone 485-4051 FAX 485-4272

Qualicum Beach Chamber of Commerce
2711 Island Highway
Qualicum Beach V0R 2T0
Phone 752-9532 FAX 752-2923

Saanich Peninsula Chamber of Commerce
10382 Patricia Bay Highway
Box 2014
Sidney V8L 3S3
Phone 656-3616 FAX 656-7111

Saltspring Island Chamber of Commerce
127 Lower Ganges Road
Box 111
Ganges V0S 1E0
Phone 537-4223 FAX 537-4276

Sooke-Jordan River Chamber of Commerce
2070 Phillips Road
Box 18
Sooke V0S 1N0
Phone 642-6112 FAX 642-6627

Greater Victoria Chamber of Commerce
525 Fort Street
Victoria V8W 1E8
Phone 383-7191 FAX 385-3552

Mainland/Southwest Region

Abbotsford-Clearbrook Chamber of Commerce
2462 McCallum Road
Abbotsford V2S 3P9
Phone 859-9651 FAX 850-6880

Aldergrove and District Chamber of Commerce
27030B Fraser Highway
Aldergrove V0X 1A0
Phone 856-8383 FAX 856-1333

Burnaby Chamber of Commerce
6526 Sprott Street
Burnaby V5B 3B8
Phone 293-1771 FAX 299-0580

Chilliwack and District Chamber of Commerce
44150 Luckakuck Way (RR 1)
Sardis V2R 1A9
Phone 858-8121 FAX 858-0157

Chamber of Commerce Serving Coquitlam, Port Coquitlam/Port Moody
135, 3030 Lincoln Avenue
Coquitlam V3B 6B4
Phone 464-2716 or 464-2333
FAX 464-6796

Delta Chamber of Commerce
6201 — 60th Avenue
Delta V4K 4E2
Phone 946-4232 FAX 946-5285

Fort Langley and District Chamber of Commerce
23325 Mavis Street
Box 75
Fort Langley V0X 1J0
Phone 888-1477 FAX 888-2657

Gibsons and District Chamber of Commerce
417 Marine Drive
Box 1190
Gibsons V0N 1V0
Phone 886-2325 FAX 886-4984

Hope and District Chamber of Commerce
919 Water Street
Box 370
Hope V0X 1L0
Phone 869-2021 FAX 869-2160

Harrison Hot Springs Chamber of Commerce
499 Hot Springs Road
Box 255
Harrison Hot Springs V0M 1K0
Phone 796-3425 FAX 796-3188

Langley Chamber of Commerce
20420 Fraser Highway
Box 3422
Langley V3A 4R8
Phone 530-6656 FAX 530-7066

Lillooet and District Chamber of Commerce
463 Russell Street
Box 650
Lillooet V0K 1V0
Phone 256-4364 FAX 256-4546

Lytton and District Chamber of Commerce
400 Fraser Street
Box 460
Lytton V0K 1Z0
Phone 455-2523 FAX 455-6669

Maple Ridge Chamber of Commerce
22238 Lougheed Highway
Maple Ridge V2X 2T2
Phone 463-3366 FAX 463-3201

Mission Regional Chamber of Commerce
34033 Lougheed Highway
Box 3340
Mission V2V 4J5
Phone 826-6914 FAX 826-5916

New Westminster Chamber of Commerce
333 Brunette Avenue
New Westminster V3L 3E7
Phone 521-7781 FAX 521-0057

North Vancouver Chamber of Commerce
131 East Second Street
North Vancouver V7L 1C2
Phone 987-4488 FAX 987-8272

Richmond Chamber of Commerce
208, 8171 Park Road
Richmond V6Y 1S9
Phone 278-2822 FAX 278-2972

Sechelt and District Chamber of Commerce
5509 Shorncliffe Avenue
Box 360
Sechelt V0N 3A0
Phone 885-3100 FAX 885-9538

Squamish/Howe Sound Chamber of Commerce
37950 Cleveland Avenue
Box 1009
Squamish V0N 3G0
Phone 892-9244 FAX 892-2034

Surrey Regional Chamber of Commerce
15105A, 105th Avenue
Surrey V3R 7G9
Phone 581-7130 FAX 588-7549

White Rock/South Surrey Chamber of Commerce
1554 Foster Street
White Rock V4B 3X8
Phone 536-6844 FAX 536-4994

Whistler Mountain Chamber of Commerce
2097 Lake Placid Road
Box 181
Whistler V0N 1B0
Phone 932-5528 FAX 932-3755

Thompson-Okanagan Region

Chase and District Chamber of Commerce
120 Chase Street
Box 592
Chase V0E 1M0
Phone 679-8432 FAX 679-3120

Clearwater and District Chamber of Commerce
425 East Yellowhead Highway
Box 1988, RR 1
Clearwater V0E 1N0
Phone 674-2646 FAX 674-3693

Enderby and District Chamber of Commerce
City Hall, 619 Cliff Avenue
Box 1000
Enderby V0E 1V0
Phone 838-6727 FAX 838-7707

Golden and District Chamber of Commerce
Box 677, Highway 95
South Golden V0A 1H0
Phone 344-7125 FAX 344-6688

Greater Kamloops Chamber of Commerce
10 — 10th Avenue
Box 488
Kamloops V2C 5L2
Phone 372-7722 FAX 828-9500

Kelowna Chamber of Commerce
544 Harvey Avenue
Kelowna V1Y 6C9
Phone 1-800-663-4345 or 861-1515
FAX 861-3624

Merritt and District Chamber of Commerce
2099 Garcia Street
Box 1649
Merritt V0K 2B0
Phone 378-5634 FAX 378-6561

Osoyoos and District Chamber of Commerce
Junction Highway 3 and 97
Box 227
Osoyoos V0H 1V0
Phone 495-7142 FAX 495-6161

Penticton Chamber of Commerce
185 West Lakeshore Drive
Penticton V2A 1B7
Phone 492-4103 FAX 492-6119

Princeton and District Chamber of Commerce
Box 540
Princeton V0X 1W0
Phone 295-3103 FAX 295-32155

Revelstoke Chamber of Commerce
300 First Street West
Box 490
Revelstoke V0E 2S0
Phone 837-5345 FAX 837-4223

Salmon Arm and District Chamber of Commerce
70 Hudson Avenue Northeast
Box 999
Salmon Arm V1E 4P2
Phone 832-6247 FAX 832-8382

Sicamous and District Chamber of Commerce
Main Street and Riverside
Box 346
Sicamous V0E 2V0
Phone 836-3313 FAX 836-4368

Summerland Chamber of Commerce
7519 Prairie Valley Road
Box 1075
Summerland V0H 1Z0
Phone 494-2686 FAX 494-4039

Vernon and District Chamber of Commerce
3700 — 33rd Street
Vernon V1T 5T6
Phone 545-0771 FAX 545-3114

Kootenay Region

Castlegar Chamber of Commerce
1995 Sixth Avenue
Castlegar V1N 4B7
Phone 365-6313 FAX 365-5778

Cranbrook Chamber of Commerce
2279 Cranbrook Street North
Box 84
Cranbrook V1C 4H6
Phone 426-5914 FAX 426-3873

Creston Chamber of Commerce
1711 Canyon Street
Box 268
Creston V0B 1G0
Phone 428-4342 FAX 428-9411

Fernie Chamber of Commerce
Highway 3 and Dicken Road
Fernie V0B 1M0
Phone 423-6868 FAX 423-3811

Grand Forks Chamber of Commerce
7362 Fifth Street
Box 1086
Grand Forks V0H 1H0
Phone 442-2833 FAX 442-5688

Greenwood and District Board of Trade
278 Copper Street
Box 430
Greenwood V0H 1J0
Phone 445-6323 FAX 445-6166

Kimberley Bavarian Society Chamber of Commerce
350 Ross Street
Box 63
Kimberley V1A 2Y9
Phone 427-3666 FAX 427-5378

Nakusp and District Chamber of Commerce
Box 387
Nakusp V0G 1R0
Phone 265-4234 FAX 265-3808

Nelson and District Chamber of Commerce
225 Hall Street
Nelson V1L 5X4
Phone 352-3433 FAX 352-6355

Rossland Chamber of Commerce
4, 2185 Columbia Avenue
Box 1725
Rossland V0G 1Y0
Phone 362-5666 FAX 362-5244

Sparwood and District Chamber of Commerce
Aspen Drive
Box 1448
Sparwood V0B 2G0
Phone 425-2423 FAX 425-7130

Trail District Chamber of Commerce
843 Rossland Avenue
Trail V1R 4S8
Phone 368-3144 FAX 368-6427

Cariboo Region

Mackenzie and District Chamber of Commerce
Box 880
Mackenzie V0J 2C0
Phone 997-5459 FAX 997-6117

Prince George Chamber of Commerce
770 Brunswick Street
Prince George V2L 2C2
Phone 562-2454 FAX 562-6510

Quesnel and District Chamber of Commerce
703 Carson Avenue
Quesnel V2J 2B6
Phone 992-8716 FAX 992-9606

South Cariboo Chamber of Commerce
422 South Cariboo Highway 97
Box 2312
100 Mile House V0K 2E0
Phone 395-5353 FAX 395-4085

Vanderhoof and District Chamber of Commerce
2353 Burrard Avenue
Box 126
Vanderhoof V0J 3A0
Phone 567-2124 FAX 567-3316

Williams Lake and District Chamber of Commerce
1148 South Broadway
Williams Lake V2G 1A2
Phone 392-5025 FAX 392-4214

North Coast Region

Kitimat Chamber of Commerce
2109 Forest Avenue
Box 214
Kitimat V8C 2G7
Phone 632-6294 FAX 632-4685

Prince Rupert and District Chamber of Commerce
115 First Avenue West
Box 158
Prince Rupert V8J 3P6
Phone 624-2296 FAX 627-8493

Queen Charlotte Island Chamber of Commerce
Box 420
Port Clements V0T 1R0
Phone 557-4600 FAX 557-4494

Terrace and District Chamber of Commerce
4511 Keith Avenue
Box 107
Terrace V8G 4A2
Phone 635-2063 FAX 638-3497

Nechako Region

Burns Lake and District Chamber of Commerce
540 Yellowhead Highway
Box 339
Burns Lake V0J 1E0
Phone 692-3773 FAX 692-3493

Houston and District Chamber of Commerce
3289 Highway 16
Box 396
Houston V0J 1Z0
Phone 845-7640 FAX 845-3682

Northern Lights College
Dease Lake Campus
General Delivery
Dease Lake V0C 1L0
Phone 771-5500

Smithers and District Chamber of Commerce
1425 Main Street
Box 2379
Smithers V0J 2N0
Phone 847-5072 FAX 847-3337

Northeast Region

Chetwynd and District Chamber of Commerce
5217 North Access Road
Box 1000
Chetwynd V0C 1J0
Phone 788-3345 FAX 788-7843

Dawson Creek and District Chamber of Commerce
102, 816 Alaska Avenue
Dawson Creek V1G 4T6
Phone 782-4868 FAX 782-2371

Fort Nelson Chamber of Commerce
Box 196
Fort Nelson V0X 1R0
Phone 774-6454 FAX 774-3844

Fort St. John and District Chamber of Commerce
9323 — 100th Street
Fort St. John V1J 4N4
Phone 785-6037 FAX 785-7181

Tumbler Ridge Chamber of Commerce
Southgate Road and Front Street
Box 606
Tumbler Ridge V0C 2W0
Phone 242-4702 FAX 242-5159

BUSINESS FINANCE BRANCH DTT 21

712 Yates Street
Victoria V8V 1X4
Phone 387-0315 FAX 356-7026

The Business Finance Branch provides financial assistance and advice to businesses to encourage business expansion and diversification.

Working with business, industry, federal and local governments, other ministries and Crown corporations, the branch analyses the financial needs of small businesses and medium to large-scale projects. The branch consults with companies about their investment plans and alternative sources of financing.

Business Start Up Program* DTT 22

Phone 1-800-663-2787 (toll-free) FAX 356-7026
387-0320 (Victoria)

The Business Start Up Program helps new businesses by providing access to funding through **loan guarantees**. This program is designed to make it easier for entrepreneurs with viable, well-researched business proposals to get needed financing. An eligible entrepreneur can obtain a personal loan of up to $15,000, fully guaranteed by the British Columbia government, from a participating financial institution.

Small Business Assistance Program* DTT 23

Phone 1-800-663-3444 (toll-free) FAX 356-7026
387-0315 (Victoria)
660-4169 (Vancouver)

The Small Business Assistance Program provides direct **loans** and **loan guarantees** to help small to medium-sized businesses become established, modernize or expand. To qualify, businesses must be involved in manufacturing, value-added processing or high technology industries. Qualified businesses may receive low interest loans of up to 50 per cent of eligible capital costs, to a maximum of $500,000, or loan guarantees of up to $100,000.

Business Expansion Program* DTT 24

Phone 1-800-663-3444 (toll-free) FAX 356-7026
387-0315 (Victoria)
660-4169 (Vancouver)

The Business Expansion Program ensures that entrepreneurs can receive adequate financing for **medium to large-scale projects** with capital costs of $2 million or more. This program is designed for businesses which are engaged in manufacturing or value-added processing, introducing a new product to the province, developing high-technology products, or preparing to modernize their plants using state-of-the-art technology. Qualified businesses may receive direct loans of up to 50 per cent of eligible costs, or loan guarantees of over $100,000.

**Financial assistance programs for British Columbia business are under review as of April 15, 1991.*

BUSINESS EQUITY BRANCH DTT 25

712 Yates Street
Victoria V8V 1X4
Phone 387-0230 FAX 387-1080

This branch supports the raising of equity capital for the creation, expansion or refinancing of businesses. Programs include the **Equity Capital Program** and the **Employee Investment Program**, which enhance the flow of equity capital to business, improving competitiveness and growth potential while helping to create employment opportunities.

Equity Capital Program DTT 26

Phone 1-800-665-6597 (toll-free) FAX 387-1080
387-0225 (Victoria)

This program (formerly the Small Business Venture Capital Program) encourages British Columbia residents and corporations to make equity capital investments in British Columbia businesses.

Businesses that can benefit from the Equity Capital Program are those which diversify the economy (value-added activities), export out of the province, or displace imported goods and services.

The program encourages investment in British Columbia small business by providing up to 30 per cent income tax credit to investors in registered **Venture Capital Corporations**.

Employee Investment Program DTT 27

Phone 1-800-665-5457 (toll-free) FAX 660-3986
660-4080 (Vancouver)

The Employee Investment Program has two components, the Employee Share Ownership Plan (ESOP) and the Employee Venture Capital Corporations (EVCC) program.

The ESOP program helps employees to invest directly in the company for which they work. The EVCC program assists with indirect investment in eligible businesses by pooling investment funds of employee groups and labour organizations.

Both components provide a provincial income tax credit of 20 per cent, up to a maximum of $2,000 in any one year, to encourage employee investors. In addition, investors in the EVCC component will receive a federal tax credit of 20 per cent, up to a maximum of $700 in any one year.

MANAGEMENT SERVICES DIVISION DTT 28

712 Yates Street
Victoria V8V 1X4
Phone 387-0757 FAX 356-7028

The Management Services Division provides financial, administrative, personnel and information systems services to the Ministry of Development, Trade and Tourism, and in addition, to the **Ministry of Native Affairs**.

Information Services Branch DTT 29

546 Yates Street
Victoria V8V 1X4
Phone 356-0368 FAX 356-0367

Information Services Branch develops and implements corporate information systems for the Ministry of Development, Trade and Tourism, and the **Ministry of Native Affairs**.

The branch provides the framework for system expenditures and develops strategic system plans.

It is responsible for developing and maintaining corporate applications and databases, office automation tools, and information system technology training. The branch is also responsible for implementing local and wide-area telecommunication facilities.

FINANCIAL AND ADMINISTRATION SERVICES BRANCH DTT 30

610 Johnson Street
Victoria V8V 1X4
Phone 387-9838 FAX 356-8397

This branch provides general financial management services, as well as financial management accounting and administrative services to the Ministry of Development, Trade and Tourism, the **Ministry of Native Affairs**, and the province's international offices.

The financial services provided by this branch include budget co-ordination, commitment and expenditure recording and reporting, payroll and payment processing, and program analysis.

General administrative services include purchasing and supply management, office accommodation, telephone services, assets management, duplicating, and mail and courier services.

PERSONNEL SERVICES BRANCH DTT 31

712 Yates Street
Victoria V8V 1X4
Phone 387-9800 FAX 356-9218

Personnel Services Branch provides a broad range of human resource management services to the Ministry of Development, Trade and Tourism and to the **Ministry of Native Affairs**.

These include recruitment and selection, employee equity advice, salary administration, position evaluation and organizational analysis, collective agreement administration, staff development, general employee counselling, safety services and personnel management information systems.

The branch also provides liaison between the ministry, the Government Personnel Services Division and the B.C. Government Employees Union.

REGIONAL DEVELOPMENT DIVISION DTT 32

712 Yates Street
Victoria V8V 1X4
Phone 356-7363 FAX 387-6145 or 387-4410

It is the objective of the Regional Development Division to provide development, service and access to government in all regions of the province. These terms are defined as follows:

Development: improved economic growth and stability through diversification, environmentally sound economic strategies and improved social infrastructures.

Service: improved government services for individuals, businesses and communities.

Access: improved access to government decision-making and services as well as increased participation, local ownership of economic development, public service, and community/social development activities.

COMMUNITY ECONOMIC DEVELOPMENT BRANCH DTT 33
712 Yates Street
Victoria V8V 1X4
Phone 387-6214 FAX 387-4410 or 387-6145

The Community Economic Development Branch develops and delivers a number of products and services designed to encourage local and regional economic stability and diversification.

Economic Development Organizations Operational Support DTT 34
Phone 387-0311 FAX 387-4410

The objective of this service is to encourage **municipalities** and **regional districts** to become actively involved in their own economic development. Economic development organizations may obtain assistance with operating expenses.

Economic Development Contributions DTT 35

Financial contributions are available to community economic development organizations on a cost-shared basis for special local economic development initiatives such as promotion and marketing of local opportunities, analysis of opportunities, feasibility evaluations, and selected trade missions.

Economic Development Strategy Implementation DTT 36

This service helps to provide technical resources to communities committed to implementing their economic development strategies (i.e., Strong Communities in the 90s). The initiative, which is community-based and sets priorities at the local level, responds to the local needs of the community through a series of workshops, seminars and provision of sector specialists. Ministry staff work with MLAs, regional and municipal leaders, and local economic development authorities to provide communities with programs tailored to meet their needs.

Professional Development DTT 37

Ministry staff provide assistance and access to professional development programs specially designed to foster professional development within the economic development community (e.g., economic development practitioners, board members, and local elected officials).

Business Services Catalogue DTT 38
Phone 356-7144 FAX 387-4410

The *Business Services Catalogue* is designed to be a road map of business services. It provides detailed information on business services, including contacts, types of assistance and services available, and listings of publications an agency has to offer. The catalogue is an invaluable tool for anyone considering starting or expanding a business.

Sector Workshops DTT 39

These are one- and two-day conferences that focus on assisting small businesses in specific industries such as small-scale manufacturing and tourism. Each workshop deals with particular issues and aspects of business related to the focus industry. The objectives of the sector workshops are to strengthen existing businesses and provide assistance with expansion.

Business Opportunities at Your Doorstep Conference DTT 40

These are full-day conferences designed to encourage the creation and expansion of small businesses by providing information and identifying business in local growth industries. Seminar topics range from industry-specific subjects to marketing to identifying business oportunities. Such conferences have been held in more than 29 communities throughout the province and have proved to be motivational, instructional and instrumental in linking established and potential entrepreneurs with local government and community agencies that provide services to small business.

Business Advisory Committees DTT 41

These local committees are made up of representatives from business advisory service agencies and members of the local business community. Each committee is assembled to provide local input for shaping the content of the "Business Opportunities at Your Doorstep" conferences and Sector Workshops, participate in the assessment of service needs within the community, assist with the compilation of the *Business Services Catalogue*, and take on other community initiatives as the group sees fit.

Special Interest Projects DTT 42

This initiative involves examination of specialized business information needs affecting groups such as women and Natives, and the subsequent design and delivery of conferences/workshops to address those needs.

GOVERNMENT AGENTS BRANCH DTT 43

Headquarters — Second Floor
239 Menzies Street
Victoria V8V 1X4
Phone 387-4691 FAX 387-5633

Government Agents offices deliver the programs of a number of ministries, provide information on all provincial government programs, and assist the public with enquiries concerning federal, regional or municipal government services.

The role of the Government Agent includes District Registrar of Births, Deaths and Marriages, Provincial Collector of Taxes, Gold Commissioner and Registrar of Voters. Government Agents also carry out company, lien and mobile home searches, provide motor licensing services, offer licences, permits and certificates, and accept payment of monies owed the provincial government.

Service and program delivery are provided through a decentralized organization in 60 locations throughout the province, with the exception of Greater Vancouver and Greater Victoria, where such services are widely available.

These 60 locations include 14 **Access Centres**, which accommodate three or more ministries in one office, to provide more convenient, cost-effective customer service.

Government Agents Field Offices

Government Agent
415 Railway Avenue
Box 189
Ashcroft V0K 1A0
Phone 453-2412 FAX 453-9622

Government Agent
Third Street
Box 100
Atlin V0W 1A0
Phone 651-7595 FAX 651-7707

Government Agent
Cliff Street
Box 185
Bella Coola V0T 1C0
Phone 799-5361 FAX 799-5450

Government Agent
33 Third Avenue
Box 270
Burns Lake V0J 1E0
Phone 692-7117 FAX 692-3228

Government Agent
B.C. Access Centre
Farwell Building
115, 1180 Ironwood Road
Campbell River V9W 5P7
Phone 286-7555 or 286-7574
or 1-800-667-4200
FAX 286-7573

Government Agent
94 Connell Drive
Box 340
Cassiar V0C 1E0
Phone 778-7507 FAX 778-7852

Government Agent
5016 — 50th Avenue
Bag 105
Chetwynd V0C 1J0
Phone 788-2239 FAX 788-3802

Government Agent
B.C. Access Centre
45850A Yale Road
Chilliwack V2P 2N9
Phone 795-8415 or 1-800-663-2976
FAX 795-8408

Government Agent
1423 Cariboo Highway
Box 70
Clinton V0K 1K0
Phone 459-2268 FAX 459-7922

Government Agent
B.C. Access Centre
2500 Cliff Avenue
Courtenay V9N 5M6
Phone 334-1100 FAX 334-1209

Government Agent
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1211 FAX 426-1253

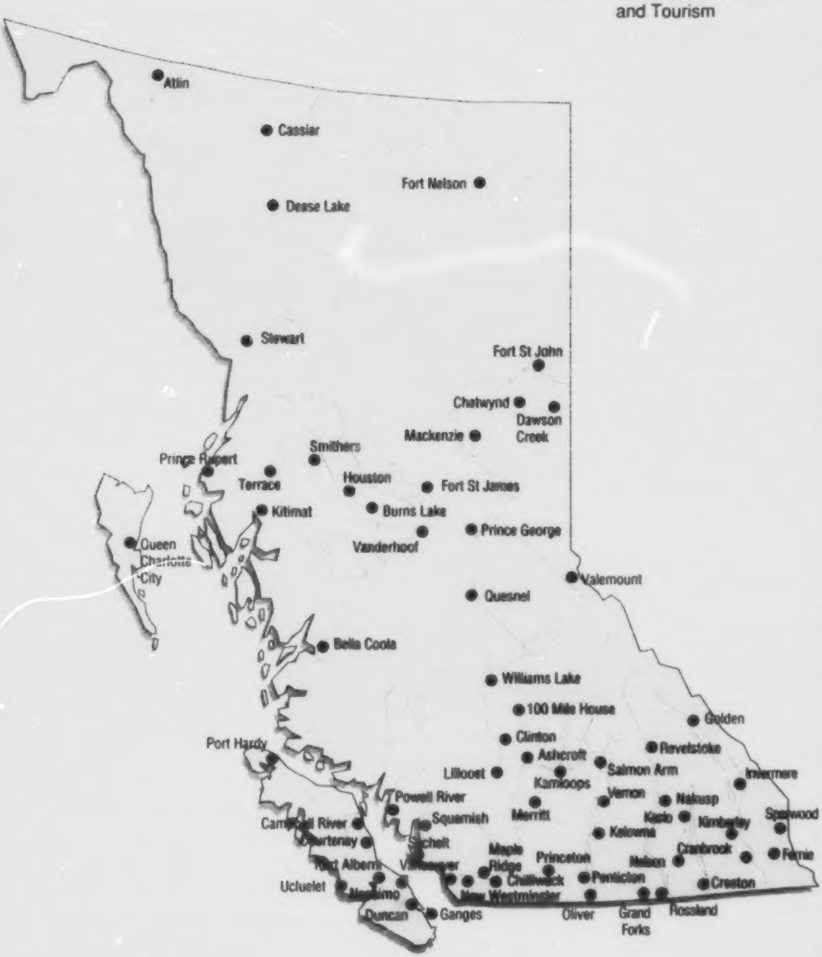
Government Agent
1404 Canyon Street
Box 1190
Creston V0B 1G0
Phone 428-3211 or 1-800-663-3837
FAX 428-3212

Government Agent
B.C. Access Centre
1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2224 or 1-800-663-3890
FAX 784-2211

Government Agent
238 Government Street
Duncan V9L 1A5
Phone 746-1400 or 1-800-663-7897
FAX 746-1401

GOVERNMENT AGENT OFFICES

Province of
British Columbia
Ministry of
Development, Trade
and Tourism



Government Agent
401 Fourth Avenue
Bag 1000
Fernie V0B 1M0
Phone 423-6845 or 1-800-663-4828
FAX 423-3123

Government Agent
5315 — 50th Avenue South
Bag 1000
Fort Nelson V0C 1R0
Phone 774-6945 FAX 774-3844

Government Agent
470 Stuart Drive
Box 1328
Fort St. James V0J 1P0
Phone 996-7585 FAX 996-7652

Government Agent
B.C. Access Centre
10600 — 100th Street
Fort St. John V1J 4L6
Phone 787-3350 or 1-800-663-9512
FAX 787-3210

Government Agent
Box 190
Ganges V0S 1E0
Phone 537-5414 or 1-800-667-1392
FAX 537-4361

Government Agent
606 North Sixth Street
Box 39
Golden V0A 1H0
Phone 344-7550 FAX 344-7553

Government Agent
524 Central Avenue
Box 850
Grand Forks V0H 1H0
Phone 442-5444 or 1-800-663-4617
FAX 442-5467

Government Agent
Houston Shopping Centre
3232 Highway 16
Bag 2000
Houston V0J 1Z0
Phone 845-2990 or 1-800-663-3209
FAX 845-7424

Government Agent
506 Seventh Avenue
Box 265
Invermere V0A 1K0
Phone 342-4260 FAX 342-4262

Government Agent
250, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4540 or 1-800-663-0948
FAX 828-4542

Government Agent
A Avenue and Fourth Street
Box 580
Kaslo V0G 1M0
Phone 353-2219 FAX 353-2316

Government Agent
1420 Water Street
Kelowna V1Y 1J2
Phone 861-7440 or 1-800-663-3469
FAX 861-7435

Government Agent
604 Mountainview Square
Kitimat V8C 2N2
Phone 632-6188 FAX 639-9422

Government Agent
615 Main Street
Bag 700
Lillooet V0K 1V0
Phone 256-7548 or 1-800-667-0118
FAX 256-4548

Government Agent
540 Mackenzie Boulevard
Bag 5000
Mackenzie V0J 2C0
Phone 997-4270 FAX 997-5951

Government Agent
2, 11996 Edge Street
Maple Ridge V2X 9Y6
Phone 467-6901 FAX 467-6131

Government Agent
B.C. Access Centre
2176 Quilchena Avenue
Bag 4400
Merritt V0K 2B0
Phone 378-9343 or 1-800-663-5322
FAX 378-9346

Government Agent
619 Broadway Street
Box 128
Nakusp V0G 1R0
Phone 265-3646 or 1-800-663-5545
FAX 265-3119

Government Agent
B.C. Access Centre
13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2200, 755-2216
or 1-800-982-7762
FAX 755-2222

Government Agent
310 Ward Street
Nelson V1L 5S4
Phone 354-6104 or 1-800-663-7824
FAX 354-6102

Government Agent
100, 635 Columbia Street
New Westminster V3M 1A7
Phone 660-8672 or 860-8670
FAX 660-8498

Government Agent
101, 9971 — 350th Avenue
Bag 5000
Oliver V0H 1T0
Phone 498-3818 or 1-800-665-7751
FAX 498-6333

Government Agent
272 Fifth Street
Box 7000
100 Mile House V0K 2E0
Phone 395-5595 FAX 395-5596

Government Agent
100 Main Street
Penticton V2A 5A5
Phone 492-1211 or 1-800-663-4182
FAX 395-5596

Government Agent
4515 Elizabeth Street
Port Alberni V9Y 6L5
Phone 724-9200 FAX 724-9298

Government Agent
8755 Granville Street
Bag 11000
Port Hardy V0N 2P0
Phone 949-6323 FAX 949-6153

Government Agent
6953 Alberni Street
Powell River V2L 3H9
Phone 485-2815 FAX 485-9505

Government Agent
B.C. Access Centre
1044 Fifth Avenue
Prince George V2L 3H9
Phone 565-6011 or 1-800-663-6779
FAX 565-6638

Government Agent
100 Market Place
Prince Rupert V8J 1B8
Phone 627-0415 FAX 627-0421

Government Agent
151 Vermilion Avenue
Box 9
Princeton V0X 1W0
Phone 295-6957 or 1-800-663-0637
FAX 295-3070

Government Agent
Box 309
122 Second Avenue
Queen Charlotte City V0T 1S0
Phone 559-4452 or 1-800-663-7674
FAX 559-4798

Government Agent
102, 350 Barlow Avenue
Quesnel V2J 2C1
Phone 992-4301 or 1-800-667-1989
FAX 992-4314

Government Agent
Room 104, Courthouse
1100 Second Street West
Box 380
Revelstoke V0E 2S0
Phone 837-7640

Government Agent
B.C. Access Centre
681 Marine Park Drive Northeast
Bag 100
Salmon Arm V1E 4S4
Phone 832-1611 or 832-1604
or 1-800-661-7151
FAX 832-1607

Government Agent
102, 5710 Teredo Street
Box 950
Sechelt V0N 3A0
Phone 885-5187 FAX 885-3710

Government Agent
B.C. Access Centre
3793 Alfred Avenue
Bag 5000
Smithers V0J 2N0
Phone 847-7207 or 1-800-663-6393
FAX 847-7232

Government Agent
Greenwood Shopping Mall
Box 1086
Sparwood V0B 2G0
Phone 425-6363 or 1-800-663-3838
FAX 425-0744

Government Agent
1360 Pemberton Street
Box 1008
Squamish V0N 3G0
Phone 892-2400 or 1-800-665-1962
FAX 892-2342

Government Agent
Court House
Box 127
Stewart V0T 1W0
Phone 636-2294 FAX 636-2678

Government Agent
B.C. Access Centre
101, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3200 or 1-800-663-8688
FAX 638-3206

Government Agent
B.C. Access Centre
1050 Eldorado Street
Trail V1R 3V7
Phone 364-0591 FAX 364-0561

Government Agent
Davison Shopping Centre
Box 609
Ucluelet V0R 3A0
Phone 726-7025 or 1-800-667-2898
FAX 726-7211

Government Agent
Village Office Block
Box 657
Valemount V0E 2Z0
Phone 566-4448 or 1-800-667-0122
FAX 566-4620

Government Agent
2639 Church Avenue
Box 1459
Vanderhoof V0J 3A0
Phone 567-6301 or 1-800-663-1686
FAX 567-6303

Government Agent
B.C. Access Centre
3201 — 30th Street
Vernon V1T 9G3
Phone 549-5511 FAX 549-5508

Government Agent
B.C. Access Centre
540 Borland Street
Williams Lake V2G 1R8
Phone 398-4211 or 1-800-663-7076
FAX 398-4208

DEVELOPMENT REGIONS DTT 44

712 Yates Street
Victoria V8V 1X4
Phone 356-1878

There are eight development regions in the province. Each region is supported by a Regional Development Officer and a Regional Development Liaison Officer who resides in the region.

Development region staff are the key facilitators between regional groups and senior government officials with a focus on community participation. Regional advisory groups and task forces comprising provincial and local government and business and industry leaders have been established within each region to address regional issues such as economic and business development,

health care services, transportation requirements, tourism strategy, agricultural land use, wood waste to energy conversion and Native concerns.

The field offices of the Regional Development Division are the contact point for the ministry's business assistance programs*. These offices also provide advice and information on a wide range of provincial and federal programs and services relating to business.

**Financial assistance programs to British Columbia business are under review as of April 15, 1991.*

REGIONAL DEVELOPMENT OFFICERS AND REGIONAL DEVELOPMENT LIAISON OFFICERS DTT 45

Region 1 — Vancouver Island/Coast Development Region

Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

Regional Development Liaison Officer
13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2206 FAX 755-2222

Region 2 — Mainland/Southwest Development Region

Regional Development Liaison Officer
100, 635 Columbia Street
New Westminister V3M 1A7
Phone 660-9886 FAX 660-0597

Region 3 — Thompson-Okanagan Development Region

Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

Regional Development Liaison Officer
3201 — 30th Street
Vernon V1T 9G3
Phone 549-5593 FAX 549-5417

Region 4 — Kootenay Development Region

Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

Regional Development Liaison Officer
310 Ward Street
Nelson V1L 5S4
Phone 354-6113 FAX 354-6102

Region 5 — Cariboo Development Region

Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

Regional Development Liaison Officer
1044 Fifth Avenue
Prince George V2L 3H9
Phone 565-6998 FAX 565-6638

Region 6 — North Coast Development Region

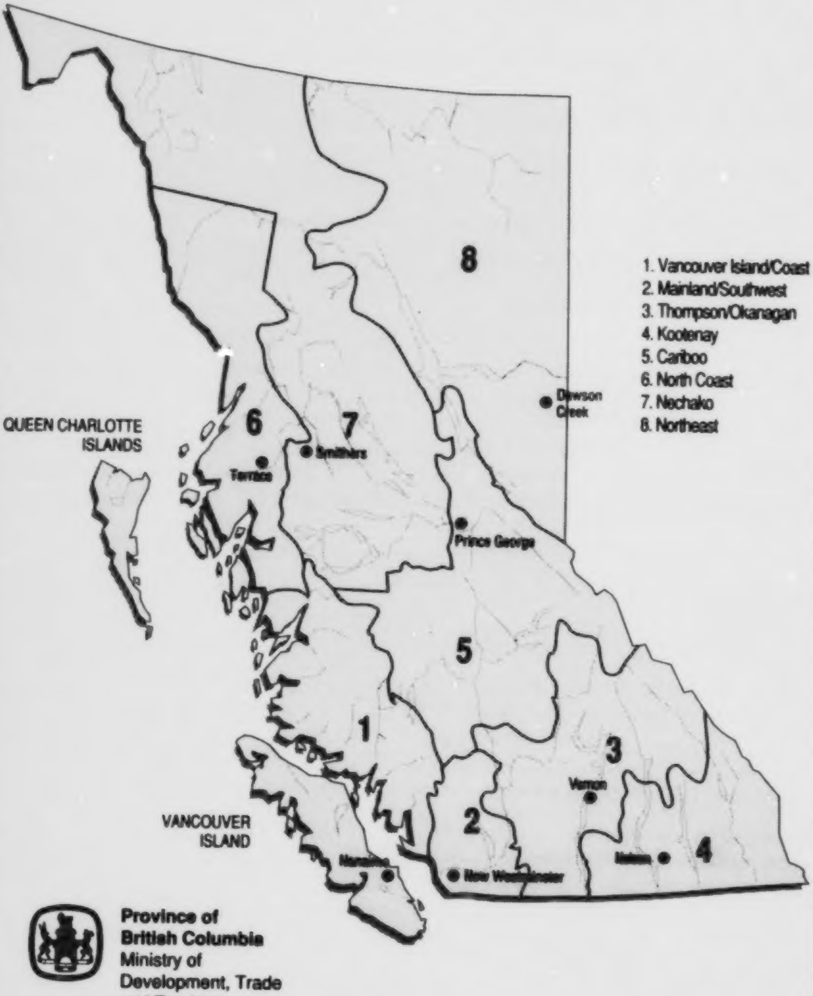
Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

Regional Development Liaison Officer
102, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3570 FAX 638-3206

Region 7 — Nechako Development Region

Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

DEVELOPMENT REGIONS
and
REGIONAL DEVELOPMENT LIAISON OFFICES



Province of
British Columbia
Ministry of
Development, Trade
and Tourism

Regional Development Liaison Officer
3793 Alfred Avenue
Bag 5000
Smithers V0J 2N0
Phone 847-7215 FAX 847-7592

Region 8 — Northeast Development Region

Regional Development Officer
Sixth Floor, 712 Yates Street
Victoria V8V 1X4
Phone 356-1878
FAX 387-4410 or 387-6145

Regional Development Liaison Officer
125, 1201 — 103rd Street
Dawson Creek V1G 4J2
Phone 784-2212 FAX 784-2211

Secretary to Regional Development Liaison Officer
10600 — 100th Street
Fort St. John V8L 4L6
Phone 787-3222

INTERNATIONAL DIVISION DTT 46

Fifth Floor, 1405 Douglas Street
Victoria V8W 3C1
Phone 356-8044 FAX 356-8109

The International Division oversees British Columbia's international business development. As part of this function, the division encourages the export of British Columbia-produced goods and services; attracts investment to British Columbia; represents the province's interests in trade policy and negotiations; maintains and operates a network of out-of-province offices in Europe, Asia and North America on behalf of the provincial government; and co-ordinates the government's overall **international business development strategy**.

INTERNATIONAL OPERATIONS BUREAU DTT 47

629, 999 Canada Place
Vancouver V6C 3E1
Phone 844-1800 FAX 660-3917

The International Operations Bureau maintains representative offices in Ottawa, the United States, Europe and Asia Pacific. The bureau serves private and public sector clients throughout the world by providing information on international business opportunities in British Columbia through its 10 representative offices and Canada's embassies and consulates.

The bureau is active in encouraging direct investment in the province, and assists with such activities as joint ventures and licensing agreements. It also encourages exports of British Columbia goods and services, and works closely with the British Columbia Trade Development Corporation. As well, it assists other British Columbia ministries with activities outside the province.

Canada-United States Offices

DTT 48

California

British Columbia Trade and
Investment Office
1050, 2600 Michelson Drive
Irvine, California 92715
U.S.A.
Phone (714) 852-0201 or
(714) 852-1054
FAX (714) 852-0168

Ottawa

British Columbia House
(Commercial Section)
506, 90 Sparks Street
Royal Bank Centre
Ottawa, Ontario K1P 5B4
Canada
Phone (613) 233-8752
FAX (613) 594-8447

Washington State

British Columbia Trade and
Investment Office
930, 720 Olive Way
Seattle, Washington 98101
U.S.A.
Phone (206) 628-3023
FAX (206) 447-9004

Asia Pacific Offices

DTT 49

Serving Australia and New Zealand as well as the Asia Pacific region

Hong Kong

Representative Office of the Province
of British Columbia
901 Hutchison House
10 Harcourt Road
Hong Kong
Phone (852) 845-1155
FAX (852) 845-4114

Japan

Representative Office of the Province
of British Columbia
Third Floor, Place Canada
3 - 37 Akasaka 7 - chome
Minato-ku, Tokyo 107
Japan
Phone (81-33) 408-6171
FAX (81-33) 408-6340

Korea

Representative Office of the Province
of British Columbia
Canadian Embassy
Box 6299, Kolon Building
45 Mugyo-Dong
Jung-Ku, Soel 100
Republic of Korea
Phone (82-2) 753-2605
FAX (82-2) 774-6989
Telex (801) 27245 (Canada K27425)

Singapore

This office serves Indonesia, Malaysia, Brunei and Thailand, which along with Singapore constitute the ASEAN region.

Representative Office of the Province
of British Columbia
11-08, 5 Shenton Way
U.I.C. Building
Singapore 01 06
Phone (65) 221-0771
FAX (65) 222-5242 Telex RS 24944

Taiwan

Representative Office of British
Columbia
2202, International Trade Building
333, Keelung Road
Section 1, Taipei
Taiwan
Phone (886) 2-722-0805
FAX (886) 2-757-6593

Europe and Other Market Offices DTT 50

Serving Europe, the Middle East and Latin America

England
British Columbia House
No. 1 Regent Street
London, United Kingdom
SW1Y 4NS
Phone (44-71) 930-6857
FAX (44-71) 930-2012
Telex (51) 917369 BCGOVLG

Germany
Representative Office of the Province of British Columbia
Steinsdorfstrasse 3
8000 Munich 22
Federal Republic of Germany
Phone (49-89) 29 6882
FAX (49-89) 29 8327

INVESTMENT BRANCH DTT 51
629, 999 Canada Place
Vancouver V6C 3E1
Phone 844-1800 FAX 844-1830

The division's Investment Branch attracts to the province corporate investments that are consistent with the provincial government's priorities for development.

INTERNATIONAL BUSINESS DEVELOPMENT BRANCH DTT 52
Fifth Floor, 1405 Douglas Street
Victoria V8W 3C1
Phone 387-7956 FAX 387-7969

The International Business Development Branch develops and implements strategies to enhance British Columbia's competitive advantage as a growing international centre for business and commerce.

INTERNATIONAL FINANCIAL CENTRE — VANCOUVER DTT 53
658, 999 Canada Place
Vancouver V6C 3E1
Phone 683-6626 FAX 683-6646

The International Financial Centre was inaugurated in 1988. Registration with the centre allows financial institutions to benefit from significant tax and regulatory exemptions under federal and provincial legislation while conducting international financial business with non-residents of Canada.

ASIA PACIFIC FOUNDATION DTT 54
666, 999 Canada Place
Vancouver V6C 3E1
Phone 684-1370 FAX 681-1370

The Asia Pacific Foundation is an independent, non-profit organization established by an act of Parliament in 1984. It advances knowledge and understanding between the peoples and institutions of Canada and the Asia Pacific region. Other Pacific Rim countries have parallel institutions which also assist in developing closer international ties throughout the Asia Pacific region.

BRITISH COLUMBIA INTERNATIONAL COMMERCIAL ARBITRATION CENTRE DTT 55

670, 999 Canada Place
Vancouver V6C 3E1
Phone 684-2821 (Victoria) FAX 641-1250 (Victoria)

This centre was established under the International Commercial Arbitration Act (1986) as a facility for the settlement of international commercial disputes. It provides a neutral meeting ground for companies and individuals seeking to resolve legal disputes. Although it also deals with domestic disputes, the centre's goal is to become a major international arbitration centre.

The act is based on the Model Arbitration Law of the United Nations Commission on International Trade Law (UNCITRAL). The Model Arbitration Law provides a modern, progressive and substantive procedural framework for conducting international commercial arbitrations.

INTERNATIONAL MARITIME CENTRE DTT 56

629, 999 Canada Place
Vancouver V6C 3E1
Phone 387-7975 (Victoria) FAX 387-7969 (Victoria)

With the endorsement of the provincial Cabinet, the centre's lobbying efforts were rewarded in early 1991, when the federal government announced that it will amend the Income Tax Act as it applies to **international shipping firms**. The amendment provides that a company incorporated in a country other than Canada, where all or substantially all of its revenue is derived from the transportation of goods or passengers in international traffic, will not be taxed as a Canadian corporation.

The centre continues to promote, foster and encourage the development of British Columbia as a location for the ownership and central control of international shipping firms.

TRADE POLICY BRANCH DTT 57

Fifth Floor, 1405 Douglas Street
Victoria V8W 3C1
Phone 356-9650 FAX 356-8109

The Trade Policy Branch develops British Columbia's policy positions relating to international trading agreements. It also advises British Columbia industries involved in international trade actions, and represents British Columbia interests generally in these types of issues with the federal government.

In addition, the branch carries out comprehensive analyses of trends and developments among the province's major trading partners.

INTERNATIONAL ECONOMIC POLICY BRANCH DTT 58

Fifth Floor, 1405 Douglas Street
Victoria V8W 3C1
Phone 356-8045 FAX 356-8109

The International Economic Policy Branch assists the British Columbia business community by providing current statistical and strategic analyses of international trade and economic development among key trade and investment partners and international economic institutions.

It also develops British Columbia's international trade negotiating objectives and produces reports and booklets on its work. This branch is responsible for communicating British Columbia's position in the **GATT**, and Canada, U.S. and Mexico **free trade negotiations**.

TOURISM DIVISION DTT 59

1117 Wharf Street
Victoria V8W 2Z2

The goal of the Tourism Division is to position British Columbia as a world-class tourism experience, by attracting visitors to the province; promoting tourism development by working with industry and government to create a favourable business environment; developing new tourism products; increasing the quality of services provided to the travelling public; fostering professionalism in the tourism industry by developing high-quality tourism/ education programs; providing high-quality research and information to guide and evaluate marketing activities; working with industry, as well as other government agencies, to ensure tourism resource values are identified and managed as part of a sustainable development strategy; and supporting sustainable tourism development at community, regional and provincial levels.

MARKETING BRANCH DTT 60

802, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2861 FAX 660-3383

Marketing promotes the province as a desirable tourist destination through publications and brochures, media advertising, familiarization tours and participation in trade shows.

It also supports the tourism industry in the identification of existing and potential product and marketing opportunities, and in the delivery of professional marketing programs. It supports the marketing efforts of the private sector through its **Partners in Tourism Program**.

International Marketing

Phone 660-3234

International Marketing works in partnership with the British Columbia tourism industry to increase tourism's economic contribution to the province. It implements partnership marketing activities with international travel trade, the airlines, the media, and Canadian embassies in key offshore markets such as Japan, the United Kingdom, Germany, Australia and Korea. It also maintains support activities in secondary markets in Europe and Asia.

Sales and Marketing

Phone 660-4701

Sales and Marketing works to maintain and increase tourism revenues from North America through co-operative marketing, meetings and incentive travel, trade sales, media relations, U.S. office program deliveries, and the **Partners in Tourism Program**.

Marketing Services

Phone 660-3231

Marketing Services directs advertising and publications as well as promotions, familiarization tours and consumer shows. In addition, Marketing Services manages the North American advertising program and ministry's **image bank**.

Meetings and Incentive Travel

Phone 660-2956

Meetings and Incentive Travel works to increase awareness of British Columbia as a meetings and incentive destination, and to position British Columbia's meetings and incentive products for sale in appropriate markets.

Trade Sales

Phone 660-4701

Trade Sales works to maintain and increase provincial revenue derived from the activities of the North American **travel trade** (including tour operators, travel wholesalers, receptive operators, travel agents and transportation companies). Delivery is centred on representation at a series of major travel trade association conferences and marketplace events held outside the province and in fulfilment of sales support materials.

Co-operative Marketing

Phone 660-3579

Co-operative Marketing develops and administers joint venture opportunities with other governments, private-sector associations and tourism industry organizations, to market British Columbia more effectively as a tourism destination. The department works directly with the province's nine tourism regions to administer the **Partners in Tourism Program**, and with product-sector organizations to deliver North American programs.

Media Relations

Phone 660-3228

Media Relations focuses on the national and international media, publicizing British Columbia as an attractive tourism destination through extensive programs targeted at print and broadcast media. It produces and distributes feature and news articles, co-ordinates press tours and site inspections and maintains an international media database.

Foreign Offices DTT 61

Seattle
930, 720 Olive Way
Seattle, Washington 98101
U.S.A.
Phone (206) 623-5937
FAX (206) 447-9004

Los Angeles
1050, 2600 Michelson Drive
Irvine, California 92715
U.S.A.
Phone (714) 852-1054
FAX (714) 852-0168

London
1 Regent Street
London, England SW1Y 4NS
Phone (44)-71-930-6857
FAX (44)-71-930-2012

POLICY, PLANNING AND IMPLEMENTATION DTT 62

1117 Wharf Street
Victoria V8W 2Z2
Phone 356-9600 FAX 387-1420

Tourism Planning and Implementation

Phone 387-0125 FAX 387-1590

Tourism Planning and Implementation assists both communities and regions with the development of tourism as a key component of strategic economic planning. The unit is also beginning the development of an overall provincial tourism strategy. It consults and forms partnerships with community and regional representatives, industry, ministry units and other ministries.

Corporate Policy

Phone 356-9600 FAX 387-1420

Corporate Policy manages and co-ordinates corporate functions such as strategic and corporate planning, review and preparation of legislation, development of tourism policies, evaluation of ministry programs and activities, and participation in federal-provincial and interprovincial projects.

Sustainable Development

Phone 387-0125 FAX 387-1590

Sustainable Development identifies and represents the interests and values of the tourism industry on a broad range of resource planning and policy initiatives. This department works to develop a shared vision for a prosperous and sustainable tourism industry in British Columbia, and works closely with partners in industry, government and communities to bring about its implementation.

PRODUCT DEVELOPMENT AND IMPLEMENTATION DTT 63

300, 1803 Douglas Street
Victoria V8T 5C3
Phone 387-1973 FAX 387-5774

Product Development and Implementation assists the development and improvement of tourism businesses within British Columbia and provides government and industry with information and advice on tourism investment and development opportunities. It also encourages and assists the development of high-quality **four-season facilities** in tourism destination areas. The department is organized to respond to the needs of the various sub-sectors (i.e., ski, golf, marine, outdoor/adventure, and sport fishing).

RESEARCH AND INFORMATION MANAGEMENT DTT 64

300, 1803 Douglas Street
Victoria V8T 5C3
Phone 387-1566 FAX 387-5774

Research and Information Management develops, implements, manages and delivers tourism information resources and analysis for use by the British Columbia tourism industry. It also adds value to the information by developing and using management information and decision systems.

TOURISM SERVICES DTT 65

1117 Wharf Street
Victoria V8W 2Z2
Phone 387-0122 FAX 387-1590

Tourism Services works to exceed tourist expectations by increasing the quality of tourism products and services delivered to the travelling public in British Columbia. The department fosters professionalism in the British Columbia tourism industry by developing high-quality tourism education programs. It also ensures that people travelling within the province have access to information on a range of quality accommodation.

Educational Services

Phone 387-1711 FAX 387-1590

Educational Services develops and delivers tourism educational materials and programs. The services and expertise provided by this department are based on the concept of **service quality**, a major provincial government initiative designed to ensure that employees serve their customers with a high level of competence, professionalism and dedication.

Educational Services works closely with the **Pacific Rim Insititute of Tourism** to co-ordinate tourism information and resources, develop opportunities, and provide training to enhance professionalism within the industry.

The two specific tourism programs administered by this department are **SuperHost**, a community-based program that provides front-line workers with skills to deliver a high level of service and hospitality to visitors; and **Tourism North**, an ongoing marketing initiative that includes the development of a visitor services enhancement program between British Columbia, the Yukon and Alaska.

Industry Services

Phone 387-0122 FAX 387-1590

Industry Services provides services which empower industry and community facilities and agencies to deliver high-quality products, through the **Community Tourism Employment Program**, the **Highway Signing Program**, the Accommodation Program, and events and special projects.

Through the **Accommodation Program**, the Tourism Division registers and approves tourist accommodations throughout the province, and publishes an *Accommodations Guide* which lists approximately 2,000 facilities. Over one million copies of the guide are distibuted annually to more than 100 countries.

Visitor Services

Phone 387-6371 FAX 356-8246

Visitor Services ensures that the public receives accurate, current and consistent information about British Columbia's tourism opportunities.

The **Travel InfoNetwork Program** involves ministry Infocentres at key strategic locations and approximately 145 community-operated Travel Infocentres located throughout the province. This program provides travel counselling techniques training, corporate highway signing training, and a summer employment program that provides valuable work experience to over 400 students and youths.

The **Information Services Program** includes: A 1-800 toll-free operation which processes all mail and phone enquiries (224,775 in 1990); kit fulfilment (181,334 kits sent in response to enquiries in 1990); warehousing in Burnaby and Seattle; and bulk literature distribution.

BRITISH COLUMBIA YEAR OF MUSIC DTT 66
(MUSIC '91)
201, 1110 Hamilton Street
Vancouver V6B 2S2
Phone 689-1991 FAX 689-3977

This "Crown Society" was established to present a province-wide series of musical events for the year 1991 (MUSIC '91). These events will be community-based, and will constitute a significant tourism attraction that serves both to encourage British Columbians to travel within their province in 1991 and to encourage visitors to come to British Columbia in 1991.

PUBLICATIONS DTT 67

The Ministry of Development, Trade and Tourism has a number of publications.

DEVELOPMENT

These business-related publications may be obtained through the local chamber of commerce, Business Info Centre (BIC), Government Agent or by calling the ministry distribution centre at 660-3922 in Vancouver.

Publications that have a charge may be purchased from:

Crown Publications, Inc.
546 Yates Street
Victoria V8W 1K3
Phone 356-7034

Program Brochures
Business Expansion Program
Business Start Up Program
Employee Investment Program
Equity Capital Program
Home-Based Business Program
Investment Matching Program
Small Business Assistance Program

Business Information Publications
Exploring Business Opportunities
Home-Based Business Manual: Starting Your Home-Based Business
Home-Based Business Exhibitor's Handbook
Independent Business Handbook
Licensing and Regulations for B.C. Business
Operating an Independent Manufacturing Business
Operating an Independent Retail Business
Operating an Independent Service Business
Preparing a Business Plan
Preparing a Cash Flow
Small Business in B.C. 1979-1989: A Decade of Change

Other Publications
B.C. Talks Business Magazine
The B.C. Manufacturers Directory (in co-operation with the Ministry of Finance and Corporate Relations)
The British Columbia Major Projects Inventory
The British Columbia Regional Index (in co-operation with the Ministry of Finance and Corporate Relations)
The Regional *Working Together* Newsletters

TOURISM

These publications are available through the Tourism Division of the Ministry of Development, Trade and Tourism.

A Marketing and Development Plan for Fresh Water Fishing Resorts in B.C.
Accommodations Guide
B.C. Meeting Market Study (full report and summary)
British Columbia Tourism Development Handbook
Fishing Lodges and Resorts in B.C. (final report and summary)
Golf Tourism in B.C.
Guide Outfitters in B.C.: Opportunity Analysis (final report and summary)
Small Ship Cruising in B.C.
Visitor '89 (full report and nine regional reports)
Wildlife Viewing in B.C.

ACTS DTT 68

The Ministry of Development, Trade and Tourism is responsible for the following acts:

British Columbia Enterprise Corporation Act
Development Corporation Act
Employee Investment Act
Expo 86 Corporation Act
Hotel Guest Registration Act
Hotel Keepers Act
Industrial Development Incentive Act
International Commercial Arbitration Act
Job Protection Act
Ministry of Industry and Small Business Development Act
Ministry of International Business and Immigration Act
Ministry of Tourism Act
Ministry of Transportation and Highways Act (section 61)
Pacific National Exhibition Incorporation Act
Small Business Venture Capital Act
Special Enterprise Zones and Tax Relief Act
Travel Regulation Act

MINISTRY OF EDUCATION

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**311, 620 Superior Street**
Victoria V8V 1X4	**Victoria V8V 2M4**

The Ministry of Education is responsible for ensuring that students enrolled in elementary and secondary schools have access to quality and cost-effective education. The ministry sets standards and overall direction for the education system and provides leadership to education agencies in the province. The ministry's key responsibilities are finance and facilities; program direction, development and implementation; student access and achievement; teaching performance; and system evaluation and public accountability.

Mission Statement: The purpose of the British Columbia school system is to enable learners to develop their individual potential and to acquire the knowledge, skills, and attitudes needed to contribute to a healthy society and prosperous and sustainable economy.

British Columbia's public education system is administered by 75 locally elected school boards, which operate under the guidelines of the School Act and regulations and ministerial orders. The province also funds some 275 independent schools and several special schools.

Most questions regarding primary or secondary education in British Columbia can be answered by local schools or local school board offices listed in the local phone directory. A list of local school boards is also included in this guide (see EDUC 39). For other questions, contact the appropriate Ministry of Education branch listed below.

Except where otherwise noted, the mailing address for all Ministry of Education offices is (branch name), Ministry of Education, Parliament Buildings, Victoria V8V 2M4

DEPUTY MINISTER'S OFFICE

All policy, program and legislative initiatives and Cabinet submissions are channelled through the Deputy's office to the Minister. The Deputy Minister is also responsible for strategic communications to the field and is the chairperson of the Minister's Education Advisory Council. The Deputy acts for the Minister in his absence.

COMMUNICATIONS AND STRATEGIC PLANNING DIVISION

EDUC 1

Room 318, 620 Superior Street
Victoria V8V 2M4
Phone 356-2481 FAX 356-9121

As well as being responsible for the direction of the Communications Branch, the Communications and Strategic Planning Division is responsible for executive co-ordination associated with the broad range of functions which devolve to the Deputy Minister's Office.

COMMUNICATIONS BRANCH EDUC 2

Room 323, 620 Superior Street
Victoria V8V 2M4
Phone 356-2500 FAX 356-2504

The Communications Branch develops and maintains a comprehensive communications and public relations program for the ministry. The branch's responsibilities include development and implementation of province-wide information campaigns; developing joint communications projects with shareholder groups, issues management; media liaison and analysis; internal communications; assisting all other branches in communications planning; and production, printing and distribution of publications, both internal to the ministry and to the field.

FINANCE AND ADMINISTRATION DEPARTMENT EDUC 3

410, 620 Superior Street
Victoria V8V 2M4
Phone 356-2358 FAX 387-1451

The responsibilities of the Finance and Administration Department are to administer provincial operating funding for British Columbia's public and private schools, to administer the public education facilities and transportation programs, and to oversee ministry administrative, personnel and financial operations.

Compensation Fairness Program (March, 1991)

The Compensation Fairness Act applies to all public sector employee groups. Consequently the Ministry of Education and local school districts fall under the legislation and guidelines of the Compensation Fairness Act and the Compensation Fairness Program legislation. Details on the Compensation Fairness Program can be found under listings for the Ministry of Finance and Corporate Relations.

EDUCATION SYSTEMS FINANCE DIVISION EDUC 4

415, 620 Superior Street
Victoria V8V 2M4
Phone 356-0151 FAX 387-1451

SCHOOL FINANCE BRANCH EDUC 5

414, 620 Superior Street
Victoria V8V 2M4
Phone 356-2586 FAX 387-1451

The School Finance Branch is responsible for maintaining and improving the public education funding system, ensuring the distribution of education funds is equitable among districts, guiding the budgeting and accounting activities of the **school districts,** managing the financing of **capital projects,** developing financial policies and procedures, and communicating financial information and policies.

SCHOOL FACILITIES BRANCH EDUC 6

419, 620 Superior Street
Victoria V8V 2M4
Phone 356-2368 FAX 387-1451

The School Facilities Branch is responsible for administering the annual and long-term capital planning program, assisting school districts to plan, develop, and manage school facilities, administering the school **transportation system,** and communicating facility information and policies.

MANAGEMENT SERVICES DIVISION EDUC 7

426, 620 Superior Street
Victoria V8V 2M4
Phone 356-8352 FAX 387-1451

CONTRACT SERVICES EDUC 8

Fourth Floor, 620 Superior Street
Victoria V8V 2M4
Phone 387-5450 FAX 387-1451

Contract Services reviews all ministry contracts to ensure they are legally constituted in compliance with relevant policy. It handles enquiries and provides advice and assistance with regard to contracts. It also performs a reporting function with regard to the nature, quality and quantity of ministry contracting activity.

ADMINISTRATIVE SERVICES BRANCH EDUC 9

426A, 620 Superior Street
Victoria V8V 2M4
Phone 356-8352 FAX 356-2510

The Administrative Services Branch plans, facilitates and administers the provision of programs and services pertinent to the internal operation of the ministry. The branch's responsibilities include telecommunications, building space and environmental concerns, office design and construction, photocopier and facsimile administration, record and file management, mail service, building security, fleet administration, and development of policy and procedure with regard to support services.

PERSONNEL SERVICES BRANCH EDUC 10

427, 620 Superior Street
Victoria V8V 2M4
Phone 356-2351 FAX 387-1451

The Personnel Services Branch develops, implements and administers human resource programs and policies within the ministry. The branch's responsibilities include developing and maintaining staffing plans, recruitment, performance appraisal, employee training and development, employee relations and the ministry's gender equity program.

FINANCIAL SERVICES BRANCH EDUC 11

844 Courtney Street
Victoria V8V 1X4
Phone 356-2470 FAX 356-7631

The Financial Services Branch is responsible for most financial operations of the ministry, including accounting and payroll and budget development and analysis. The branch also provides advice on financial policy and systems.

Accounting and payroll services include processing payments for ministry expenditures, including goods and services, payroll, contracts, and school district and independent school grants. Under the budget development and analysis component, the branch co-ordinates development of the ministry budget and oversees financial reallocations.

INDEPENDENT, NATIONAL, AND INTERNATIONAL EDUCATION DEPARTMENT EDUC 12

312A, 620 Superior Street
Victoria V8V 2M4
Phone 356-2487 FAX 356-0580

The department is responsible for independent schools programs, home schooling and correspondence education, national and international education programs, continuing/adult education, and international and interprovincial teacher development programs. The department is also responsible for co-ordinating British Columbia's involvement with national education organizations.

INDEPENDENT EDUCATION DIVISION EDUC 13

316, 620 Superior Street
Victoria V8V 2M4
Phone 356-2503 FAX 356-0580

INDEPENDENT SCHOOLS BRANCH EDUC 14

315, 620 Superior Street
Victoria V8V 2M4
Phone 356-2503 FAX 356-0580

The Independent Schools Branch registers and classifies independent schools, determines the annual **funding** of qualified schools, evaluates independent schools, and is responsible for **teacher certification** for independent schools, under the authority granted in the Independent School Act.

The branch ensures that independent schools maintain standards consistent with their classification. It also monitors student enrolment.

DISTANCE LEARNING AND CONTINUING EDUCATION BRANCH EDUC 15

202, 633 Courtney Street
Victoria V8W 4W6
Phone 356-4311 FAX 356-1452

The Distance Learning and Continuing Education Branch ensures quality learning opportunities are provided to all distance learners, from school entry to secondary school graduation. Distance learners are students who do not have access to local schools. **Distance learning** (formerly called correspondence education) increases the range of courses available through existing public schools.

In fulfilling this mandate, the branch focuses on the design, development, and delivery of individualized learning packages for distance learners.

The branch co-ordinates and sets policy and administrative guidelines for the regional **correspondence schools,** which enroll students in distance learning programs and provide instruction.

The branch administers the funding for Adult ESL (**English as a Second Language**) programs, which are provided through school district continuing education centres.

For list of regional correspondence schools, see EDUC 40.

NATIONAL AND INTERNATIONAL EDUCATION DIVISION EDUC 16

314, 620 Superior Street
Victoria V8V 2M4
Phone 356-0345 FAX 356-0580

INTERNATIONAL EDUCATION BRANCH EDUC 17

312, 620 Superior Street
Victoria V8V 2M4
Phone 356-2489 FAX 356-0580

The International Education Branch co-ordinates the **Pacific Rim Education Initiatives** and other international teacher and student programs. These programs are designed to promote teacher professional development and broaden students' understanding of other cultures, with an emphasis on the Asia-Pacific region.

Under the Pacific Rim Initiatives program, the branch co-ordinates Grade 12 study **scholarships** to Asian countries; student and teacher educational **travel** opportunities to the Pacific Rim, which range from two to three-week experiences to three-month to one-year programs; the integration of Pacific Rim content into the existing **curriculum;** the development of Japanese and Mandarin language materials; the selection of Asian students for study in British Columbia schools; liaison with Asian schools to provide international teaching opportunities for British Columbia teachers; and the initiation and development of programs in Europe and other parts of the world.

NATIONAL EDUCATION BRANCH EDUC 18

313, 620 Superior Street
Victoria V8V 2M4
Phone 356-2489 FAX 356-0580

The National Education Branch co-ordinates the ministry's participation in national and **interprovincial** activities, and acts as the chief liaison with **national organizations**, including the Council of Ministers of Education, Canada; the Canadian Education Association; the Canadian Association of Principals; the Canadian International Development Agency; the Canadian Association of School Boards; and the Canadian Statistics Council/**National Educational Indicators Project.**

In co-operation with Interchange of Canadian Studies and Encounters with Canada, the branch co-ordinates the international and interprovincial **teacher exchange** programs. It also oversees the Shad Valley Program, a co-operative education program which places promising students in work experience positions.

The branch co-ordinates federal programs, including Stay in School and National Training Board programs, the English as a Second Language and immigration policies of Employment and Immigration Canada, and the National Courseware Development Strategy of the federal Department of Communications.

The branch liaises with the Ministry of Advanced Education, Training and Technology, the Ministry of Development, Trade and Tourism, the Ministry of Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration, the B.C. Business Council, the B.C. Centre for International Education, the deans of education of British Columbia universities, the B.C. Teachers' Federation, and the B.C. School Trustees Association.

POLICY AND EVALUATION DEPARTMENT EDUC 19

331, 620 Superior Street
Victoria V8V 2M4
Phone 356-0519 FAX 356-2504

The Policy and Evaluation Department manages the gathering and dissemination of information and records, performs evaluations, develops policy and legislation that determine the overall direction for the ministry, and oversees student assessment and evaluation.

INFORMATION MANAGEMENT BRANCH EDUC 20

327, 617 Government Street
Victoria V8V 2M4
Phone 356-2552 FAX 356-9457

The Information Management Branch is responsible for collecting, storing, interpreting and reporting information needed to administer education programs in British Columbia. A major focus is the preparation of reports on the effectiveness of education programs. An example is the *Ministry of Education Annual Report.*

Another major activity is the administration and maintenance of **examination results** and **transcript records,** and other data collection programs. A third major activity is providing ministry managers and staff with access to technologies and services.

The branch monitors and compiles education indicators, issues **statistical** reports and publications, and undertakes research to produce, for example, student **enrolment** projections or to track students who have left the school system. The branch also provides direct access to other strategic information.

POLICY, PLANNING AND LEGISLATION DIVISION EDUC 21

328, 620 Superior Street
Victoria V8V 2M4
Phone 356-0522 FAX 356-2504

LEGISLATIVE SERVICES BRANCH EDUC 22

326, 620 Superior Street
Victoria V8V 2M4
Phone 356-7811 FAX 356-2504

The Legislative Services Branch is responsible for the development and ongoing review of new and existing legislation and legislative policy. It administers the legislative proposal/amendment, Order In Council, regulation, Ministerial Orders, and Inspector's Orders processes. The branch is the ministry's chief liaison with the Ministry of Attorney General.

The branch reviews major contracts entered into by the ministry and is responsible for maintaining and distributing the *Manual of School Law.*

POLICY AND PLANNING BRANCH EDUC 23

325, 620 Superior Street
Victoria V8V 2M4
Phone 356-2411 FAX 356-2504

The Policy and Planning Branch facilitates short and long-term planning and budgeting, participates in the budgeting process for the ministry, and assists in ministry policy development and review.

The branch is also responsible for various research projects, briefing materials, and reports as required for Executive Committee and the Deputy Minister's Office.

ASSESSMENT, EVALUATION AND STANDARDS DIVISION EDUC 24

330, 620 Superior Street
Victoria V8V 2M4
Phone 356-0385 FAX 356-2504

ASSESSMENT, EXAMINATIONS AND REPORTING BRANCH EDUC 25

345, 617 Government Street
Victoria V8V 2M4
Phone 356-7269 FAX 356-3682

The Assessment, Examinations and Reporting Branch manages provincial programs which enable learners to demonstrate their achievements through provincial examinations, learning assessments and related programs.

The branch is responsible for the development and management of the **Grade 12 provincial examination** program. All British Columbia students must complete achievement examinations to receive their Grade 12 diploma. Under additional learning assessment programs, the branch oversees evaluations of students' strengths and weaknesses in core curriculum areas, and co-ordinates the province's participation in **international assessments** to gauge British Columbia students' performance against that of foreign students.

The branch co-ordinates the administration of provincial examinations, scholarships and awards. **Provincial scholarships** are awarded to top achievers selected by the branch based on their performance on provincial scholarship examinations. Additional **awards** are available to students selected by individual school districts.

The branch co-ordinates the **General Education Development (GED) Testing Program,** which enables adults age 19 or over to earn a British Columbia Secondary School Equivalency Certificate.

The branch co-ordinates the **Passport to Education Program,** which enables students in Grades 9 through 12 to earn and accumulate financial credits which can be redeemed at post-secondary or other training institutions.

PROGRAM EVALUATION AND RESEARCH BRANCH EDUC 26

307, 617 Government Street
Victoria V8V 2M4
Phone 356-2590 FAX 387-3682

The Program Evaluation and Research Branch is responsible for the **accreditation** of all public schools, co-ordinating review of the effectiveness of the Year 2000 projects, and conducting relevant and supportive education research.

EDUCATIONAL PROGRAMS DEPARTMENT EDUC 27

510, 620 Superior Street
Victoria V8V 2M4
Phone 356-2499 FAX 387-1418

The Educational Programs Department is responsible for the development of curriculum and programs, including Native education, special education, the Jericho Hill Provincial Resource Program, modern languages, multicultural initiatives, and gender equity. The department is also responsible for the acquisition and implementation of resources, materials, and education technology.

The department is responsible for the ongoing development and revision of the curriculum for primary, intermediate and graduation programs.

PROGRAM DEVELOPMENT DIVISION EDUC 28

527, 620 Superior Street
Victoria V8V 2M4
Phone 356-2495 FAX 387-1418

CURRICULUM DEVELOPMENT BRANCH EDUC 29

206, 633 Courtney Street
Victoria V8V 1X4
Phone 356-2317 FAX 356-2316

The Curriculum Development Branch is responsible for the ongoing development and revision of curriculum to support the primary, intermediate and graduation programs. The branch works in co-operation with the Assessment, Examinations and Reporting Branch in development of policies, procedures and research.

The branch administers the **Partnership in Education Programs**, a co-operative initiative involving the Ministry of Education and the business community. The programs include: the **Career Preparation Programs** which enable students to combine regular studies with career studies; the **Passport to Apprenticeship Program**, a joint program with the Ministry of Advanced Education, Training and Technology that allows students to gain early access to the apprenticeship system; the federally-funded **Co-operative Education Programs** which require 200 hours of work experience; the **Work Experience Program**, which introduces students to various professional pursuits through work experience opportunities; and locally-developed courses.

The branch assists the Learning Resources Branch in the identification of provincially authorized and recommended textbooks and other learning materials.

LEARNING RESOURCES BRANCH EDUC 30

878 Viewfield Road
Victoria V8V 1X4
Phone 356-2678 FAX 387-1527

The Learning Resources Branch co-ordinates the evaluation and selection of learning resources that match the broad goals and curriculum of the primary program, intermediate program and graduation program. The materials are multi-media and typically comprise **textbooks**, video tapes, software, and audio tapes.

The branch monitors development of new learning resources, or, where appropriate, co-ordinates development and production of multi-media learning resources to suit specific program or curriculum demands.

The branch manages: the **Library Book Purchase Plan,** which supports the British Columbia publishing industry, and supplies recommended books to school libraries; the **Technology Program,** which provides funding to school districts for the acquisition of hardware and makes recommendations to school districts on computer hardware systems; and the **Credit Allocation Plan,** which distributes authorized learning resources to school districts through a credit system.

LANGUAGES AND MULTICULTURAL PROGRAMS BRANCH EDUC 31
2840 Nanaimo Street
Victoria V8V 1X4
Phone 356-2524 FAX 387-1470

The Languages and Multicultural Programs Branch organizes and develops all non-English education programs that are available in British Columbia schools. The branch is also responsible for the review and revision of minority and second language programs.

The branch provides policy and leadership for the Programme Cadre de Français, which provides instruction for minority language students; the **French Immersion** program, which is offered to students in primary through Grade 12 whose native language is not French; and **English as a Second Language** initiatives. The branch also provides curriculum leadership in second language education in Japanese, Mandarin, Chinese, Spanish, German, and heritage languages.

The branch is responsible for **multicultural** and **heritage** programs. These include initiatives to promote better understanding of other cultures or the student's original culture through multicultural education and guidelines to promote balanced representation of other cultures on ministry and school staff.

FIELD SERVICES DIVISION EDUC 32
511A, 620 Superior Street
Victoria V8V 2M4
Phone 356-2575 FAX 387-1418

PROGRAM SUPPORT SERVICES BRANCH EDUC 33
512, 620 Superior Street
Victoria V8V 2M4
Phone 356-2582 FAX 387-1418

The Program Support Services Branch supports the implementation of ministry policies, programs and other education resources and initiatives, by working with school districts, universities and other education institutions.

The branch helps school districts with **teacher training** and orientation workshops, and, in co-operation with school districts, ministry branches, and British Columbia universities, sponsors summer institutes to familiarize teachers with new or revised curricula. It also supports **school districts** in the development of local policy and assists with operations at small school districts.

The branch also supports the **College of Teachers**, a professional association that issues the **certificates** necessary to teach in public or independent schools.

NATIVE EDUCATION BRANCH EDUC 34

517, 620 Superior Street
Victoria V8V 2M4
Phone 387-1544 FAX 387-1418

The Native Education Branch develops education programs for First Nations learners, ensures the infusion of First Nations history and culture in provincial programs, promotes awareness of First Nations peoples among all learners, and supports Native awareness of teacher in-service training.

SPECIAL EDUCATION BRANCH EDUC 35

844 Courtney Street
Victoria V8V 1X4
Phone 356-2333 FAX 356-7631

The Special Education Branch develops and implements provincial guidelines for programs for exceptional children in British Columbia schools. The branch co-ordinates special education programs for people with learning or physical disabilities, including the **Special Education Technology (SET-BC) Project**, the **CHANCE Program**, and **Jericho Hill Provincial Resource Program School** for the hearing-impaired.

The SET-BC project consists of special education technology centres which loan equipment to schools, develop ways technology can be used to aid physically disabled students in the classroom, and provide training for school staff and parents. The CHANCE program provides personal care attendants to help severely disabled students participate in the education system. Jericho Hill School provides education to 110 hearing-impaired students.

The branch also monitors and evaluates special education programs.

EDUCATIONAL INNOVATION DIVISION EDUC 36

513A, 620 Superior Street
Victoria V8V 2M4
Phone 387-0073 FAX 387-1418

The Educational Innovation Division works in collaboration with all departments of the ministry and other stakeholder groups involved in activities related to the **Year 2000** initiative (government's response to the 1988 Sullivan Royal Commission Report). The division utilizes the ministry's Year 2000 work plans and predicts potentially controversial issues which may impede the successful implementation of the new primary, intermediate and graduation programs. In addition, the division co-ordinates local leadership meetings throughout the province. For details on the Year 2000 initiative, see Publications (EDUC 41).

FIELD ACTIVITIES BRANCH EDUC 37
12140 Horseshoe Way
Richmond V7A 4V5
Phone 660-0537 FAX 660-1860

The Field Activities Branch documents the implementation of the **Year 2000** programs by multi-media techniques. The branch also communicates progress through a variety of methods, including distribution of multi-media kits, pamphlets, and guides to schools and school districts.

INNOVATION PLANNING BRANCH EDUC 38
515, 620 Superior Street
Victoria V8V 2M4
Phone 356-7848 FAX 387-1418

The Innovation Planning Branch promotes educational programs by focusing on **parent and community support** for ministry initiatives. The branch liaises with parent and community groups to promote understanding of ministry initiatives, and with community and ministry officials to improve accountability.

SCHOOL DISTRICTS EDUC 39

1 (Fernie)
Box 160
Fernie V0B 1M0
Phone 423-4631 FAX 423-7277

2 (Cranbrook)
940 Industrial Road
Cranbrook V1C 4C6
Phone 426-4201 FAX 489-5460

3 (Kimberley)
Box 70
Kimberley V1A 2Y5
Phone 427-2245 FAX 427-2044

4 (Windermere)
Box 430
Invermere V1A 1K0
Phone 342-6313 FAX 342-6966

7 (Nelson)
308 Anderson Street
Nelson V1L 3Y2
Phone 352-6681 FAX 352-6686

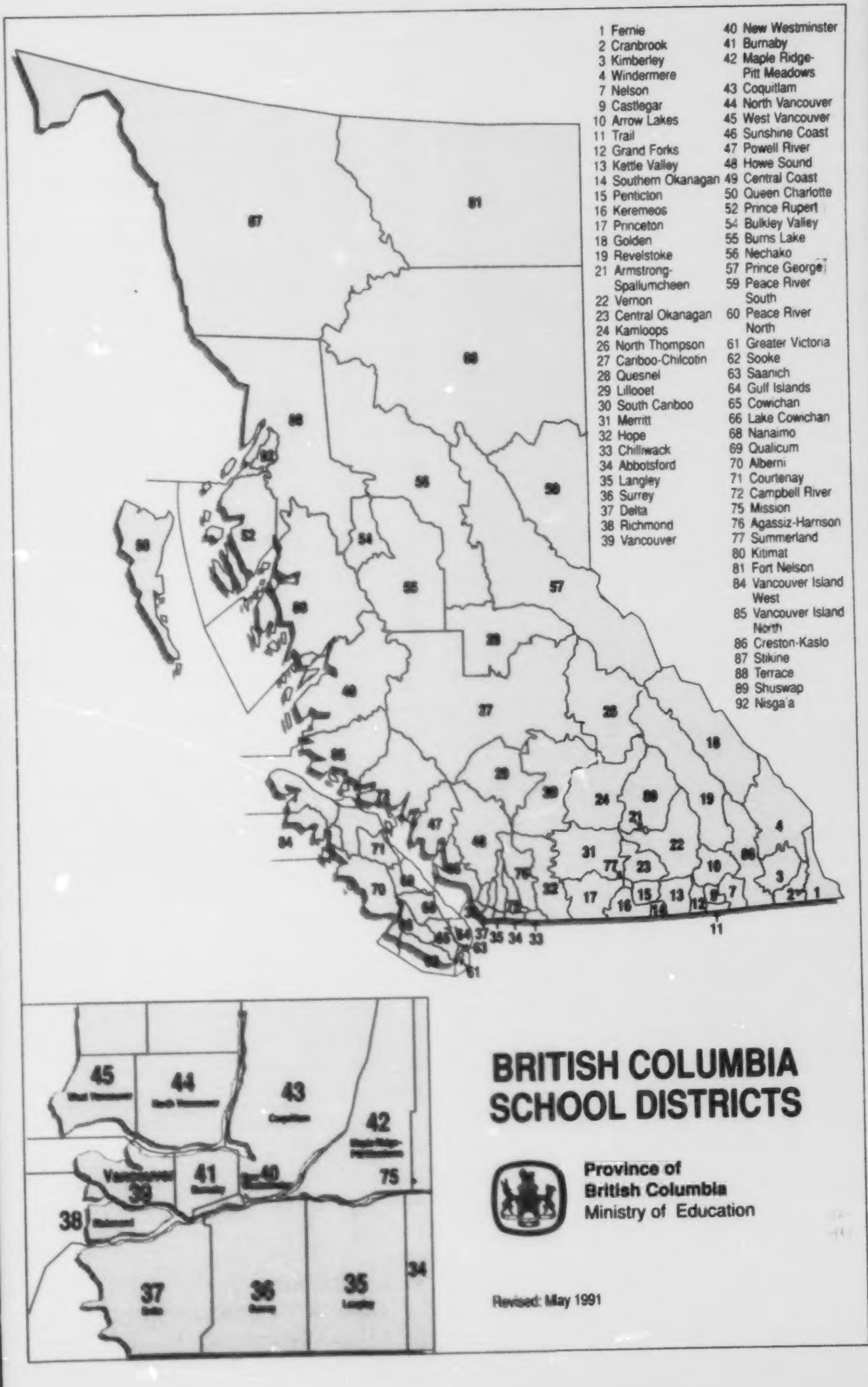
9 (Castlegar)
865 Columbia Avenue
Castlegar V1N 1H3
Phone 365-7731 FAX 365-3817

10 (Arrow Lakes)
Box 340
Nakusp V0G 1R0
Phone 265-3638 FAX 265-3701

11 (Trail)
2079 Columbia Avenue
Trail V1R 1K7
Phone 368-6434 FAX 364-2470

12 (Grand Forks)
Box 640
Grand Forks V0H 1H0
Phone 442-8258 FAX 442-8800

13 (Kettle Valley)
Box 40
Midway V0H 1M0
Phone 449-2300 FAX 449-2277



1	Fernie
2	Cranbrook
3	Kimberley
4	Windermere
7	Nelson
9	Castlegar
10	Arrow Lakes
11	Trail
12	Grand Forks
13	Kettle Valley
14	Southern Okanagan
15	Penticton
16	Keremeos
17	Princeton
18	Golden
19	Revelstoke
21	Armstrong-Spallumcheen
22	Vernon
23	Central Okanagan
24	Kamloops
26	North Thompson
27	Cariboo-Chilcotin
28	Quesnel
29	Lillooet
30	South Cariboo
31	Merritt
32	Hope
33	Chilliwack
34	Abbotsford
35	Langley
36	Surrey
37	Delta
38	Richmond
39	Vancouver
40	New Westminster
41	Burnaby
42	Maple Ridge-Pitt Meadows
43	Coquitlam
44	North Vancouver
45	West Vancouver
46	Sunshine Coast
47	Powell River
48	Howe Sound
49	Central Coast
50	Queen Charlotte
52	Prince Rupert
54	Bulkley Valley
55	Burns Lake
56	Nechako
57	Prince George
59	Peace River South
60	Peace River North
61	Greater Victoria
62	Sooke
63	Saanich
64	Gulf Islands
65	Cowichan
66	Lake Cowichan
68	Nanaimo
69	Qualicum
70	Alberni
71	Courtenay
72	Campbell River
75	Mission
76	Agassiz-Harrison
77	Summerland
80	Kitimat
81	Fort Nelson
84	Vancouver Island West
85	Vancouver Island North
86	Creston-Kaslo
87	Stikine
88	Terrace
89	Shuswap
92	Nisga'a

BRITISH COLUMBIA SCHOOL DISTRICTS

Province of
British Columbia
Ministry of Education

Revised: May 1991

14 (South Okanagan)
Box 280
Oliver V0H 1T0
Phone 498-3481 FAX 498-4070

15 (Penticton)
425 Jermyn Avenue
Penticton V2A 1Z4
Phone 492-2721 FAX 492-2295

16 (Keremeos)
Box 10
Keremeos V0X 1N0
Phone 499-5825 FAX 499-5866

17 (Princeton)
Box 460
Princeton V0X 1W0
Phone 295-6914 FAX 295-7727

18 (Golden)
Box 1110
Golden V0A 1H0
Phone 344-5241 FAX 344-6052

19 (Revelstoke)
Bag 5800
Revelstoke V0E 2S0
Phone 837-2101 FAX 837-9335

21 (Armstrong-Spallumcheen)
Box 430
Armstrong V0E 1B0
Phone 546-3031 FAX 546-3161

22 (Vernon)
1401 — 15th Street
Vernon V1T 8S8
Phone 542-3331 FAX 542-1966

23 (Central Okanagan)
1940 Haynes Road
Kelowna V1X 5X7
Phone 860-8888 FAX 860-9799

24 (Kamloops)
1383 Ninth Avenue
Kamloops V2C 3X7
Phone 374-0679 FAX 372-1183

26 (North Thompson)
Box 1314
Clearwater V0E 1N0
Phone 674-3313 FAX 674-2508

27 (Cariboo-Chilcotin)
350 Second Avenue North
Williams Lake V2G 1Z9
Phone 392-3345 FAX 392-3600

28 (Quesnel)
440 McNaughton Avenue
Quesnel V2J 3K8
Phone 992-7211 FAX 992-7652

29 (Lillooet)
Box 820
Lillooet V0K 1V0
Phone 256-4282 FAX 256-7848

30 (South Cariboo)
Box 250
Ashcroft V0K 1A0
Phone 453-9101 FAX 453-2425

31 (Merritt)
Bag 4100
Merritt V0K 2B0
Phone 378-2022 FAX 378-6263

32 (Hope)
Bag 3200
Hope V0X 1L0
Phone 869-2411 FAX 869-7400

33 (Chilliwack)
46361 Yale Road East
Chilliwack V2P 2P9
Phone 792-1321 FAX 792-9665

34 (Abbotsford)
2790 Tims Street
Clearbrook V2T 4M7
Phone 859-4891 FAX 852-8587

35 (Langley)
22259 — 48th Avenue
Langley V3A 3Z7
Phone 534-7891 FAX 530-4973

36 (Surrey)
14225 — 56th Avenue
Surrey V3W 1H9
Phone 596-7733 FAX 597-0191

37 (Delta)
4629 — 51st Street
Delta V4K 2V9
Phone 946-4101 FAX 946-3910

38 (Richmond)
7811 Granville Avenue
Richmond V6Y 3E3
Phone 668-6000 FAX 668-6006

39 (Vancouver)
1595 West 10th Avenue
Vancouver V6J 1Z8
Phone 731-1131 FAX 736-8564

40 (New Westminster)
Box 790
New Westminster V3L 4Z8
Phone 522-1631 FAX 522-6653

41 (Burnaby)
5325 Kincaid Street
Burnaby V5G 1W2
Phone 299-0611 FAX 299-8593

42 (Maple Ridge — Pitt Meadows)
22225 Brown Avenue
Maple Ridge V2X 8N6
Phone 463-4200 FAX 463-4181

43 (Coquitlam)
550 Poirier Street
Coquitlam V3J 6A7
Phone 939-9201 FAX 939-7828

44 (North Vancouver)
721 Chesterfield Avenue
North Vancouver V7M 2M5
Phone 987-8141 FAX 987-7154

45 (West Vancouver)
1075 — 21st Street
West Vancouver V7V 4A9
Phone 922-9151 FAX 925-3467

46 (Sunshine Coast)
Box 220
Gibsons V0N 1V0
Phone 886-8811 FAX 886-4652

47 (Powell River)
4351 Ontario Avenue
Powell River V8A 1V3
Phone 485-6271 FAX 485-6435

48 (Howe Sound)
Box 250
Squamish V0N 3G0
Phone 892-5228 FAX 892-1038

49 (Central Coast)
Bag 130
Hagensborg V0T 1H0
Phone 982-2691 FAX 982-2319

50 (Queen Charlotte)
Box 69
Queen Charlotte City V0T 1S0
Phone 559-8471 FAX 559-8849

52 (Prince Rupert)
634 Sixth Avenue East
Prince Rupert V8J 1X1
Phone 624-6717 FAX 624-6517

54 (Bulkley Valley)
Box 758
Smithers V0J 2N0
Phone 847-3261 FAX 847-4276

55 (Burns Lake)
Box 2000
Burns Lake V0J 1E0
Phone 692-7141 FAX 692-7145

56 (Nechako)
Drawer 129
Vanderhoof V0J 3A0
Phone 567-2284 FAX 567-4639

57 (Prince George)
1894 Ninth Avenue
Prince George V2M 1L7
Phone 564-1511 FAX 564-4439

59 (Peace River South)
929 — 106th Avenue
Dawson Creek V1G 2N9
Phone 782-8571 FAX 782-3204

60 (Peace River North)
9803 — 102nd Street
Fort St. John V1J 4B3
Phone 785-6785 FAX 787-0461

61 (Greater Victoria)
Box 700
Victoria V8W 2R1
Phone 381-3212 FAX 381-5161

62 (Sooke)
3143 Jacklin Road
Victoria V9B 5R1
Phone 474-9800 FAX 474-9825

63 (Saanich)
Box 2000, 2125 Keating Cross Road
Saanichton V0S 1M0
Phone 652-1151 FAX 652-6421

64 (Gulf Islands)
Box 128
Ganges V0S 1E0
Phone 537-5548 FAX 537-4200

65 (Cowichan)
2557 Beverly Street
Duncan V9L 2X3
Phone 748-0321 FAX 748-6591

66 (Lake Cowichan)
Box 10
Lake Cowichan V0R 2G0
Phone 749-6636 FAX 749-3543

68 (Nanaimo)
395 Wakesiah Avenue
Nanaimo V9R 3K6
Phone 754-5521 FAX 754-6511

69 (Qualicum)
Box 430
Parksville V9P 2G5
Phone 248-4241 FAX 248-5767

70 (Alberni)
4690 Roger Street
Port Alberni V9Y 3Z4
Phone 723-3565 FAX 723-0318

71 (Courtenay)
607 Cumberland Road
Courtenay V9N 7G5
Phone 338-5383 FAX 334-4472

72 (Campbell River)
425 Pinecrest Road
Campbell River V9W 3P2
Phone 286-0651 FAX 287-2616

75 (Mission)
33046 Fourth Avenue
Mission V2V 1S5
Phone 826-6286 FAX 826-4517

76 (Agassiz-Harrison)
Box 69
Agassiz V0M 1A0
Phone 796-2225 FAX 796-2767

77 (Summerland)
Box 339
Summerland V0H 1Z0
Phone 494-7511 FAX 494-3766

80 (Kitimat)
1515 Kingfisher Avenue North
Kitimat V8C 1S5
Phone 639-9161 FAX 632-4363

81 (Fort Nelson)
Box 87
Fort Nelson V0C 1R0
Phone 774-2591 FAX 774-2598

84 (Vancouver Island West)
Box 100
Gold River V0P 1G0
Phone 283-2241/2 FAX 283-7352

85 (Vancouver Island North)
Box 90
Port Hardy V0N 2P0
Phone 949-6618 FAX 949-8792

86 (Creston-Kaslo)
Box 250
Creston V0B 1G0
Phone 428-2217 FAX 428-4990

87 (Stikine)
Box 190
Cassiar V0C 1E0
Phone 778-7758 FAX 778-7755

88 (Terrace)
3211 Kenney Street
Terrace V8G 3E9
Phone 635-4931 FAX 635-4287

89 (Shuswap)
Box 129
Salmon Arm V1E 4N2
Phone 832-2157 FAX 832-9428

92 (Nisga'a)
General Delivery
New Aiyansh V0J 1A0
Phone 633-2228 FAX 633-2425

REGIONAL CORRESPONDENCE SCHOOLS EDUC 40

Nine regional correspondence schools deliver distance education programs:

Districts 59, 60, 81, 87, and Yukon
Northern B.C. Regional Correspondence School
10704 — 97th Avenue
Fort St. John V1J 6L7
Phone 785-1335 (elementary)
Phone 785-1333 (secondary)
FAX 785-3255

Districts: 50, 52, 54, 80, 88, 92
North Coast Regional Correspondence School
Bag 5000, 3211 Kenney Street
Terrace V8G 5K2
Phone 653-7944 FAX 638-3649
Toll free: phone 1-800-663-3865

Districts: 27, 28, 49, 55, 56, 57
Central Interior Regional Correspondence School
2619 Ellison Drive
Prince George V2M 2S7
Phone 563-1818 FAX 565-6604
Toll free: phone 1-800-663-7693

Districts: 1, 2, 3, 4, 7, 9, 10, 11, 12, 13, 18, 86
Kootenay Regional Correspondence School
570 Johnstone Road, RR 1
Nelson V1L 5P4
Phone 354-4311 FAX 354-6629

Districts: 61, 62, 63, 64, 65, 66
South Island Regional Correspondence School
4575 Wilkinson Road
Victoria V8Z 7E8
Phone 479-6839 FAX 479-9870

Districts: 47, 68, 69, 70, 71, 72, 84, 85
North Island Regional Correspondence School
2080 Wallace Avenue
Comox V9N 4J5
Phone 339-6110 FAX 339-5555

Districts: 37, 38, 39, 40, 41, 44, 45, 46, 48
Greater Vancouver Regional Correspondence School
530 East 41st Avenue
Vancouver V5W 1P3
Phone 660-7947 FAX 660-5042

Districts: 32, 33, 34, 35, 36, 42, 43, 75, 76
Fraser Valley Regional Correspondence School
49520 Prairie Central Road
Chilliwack V2P 6H3
Phone 794-7310 FAX 795-8480
Toll free: phone 1-800-663-3381

Districts: 14, 15, 16, 17, 19, 21, 22, 23, 24, 26, 29, 30, 31, 77, 89
Okanagan Regional Correspondence School
Bag 4700
Merritt V0K 2B0
Phone 372-4245 FAX 378-1447
Toll free: phone 1-800-663-3536

PUBLICATIONS EDUC 41

A list of some of the titles published by the Ministry of Education follows. Most are available free from the Communications Branch. Asterisked items are available at cost from Crown Publications, 546 Yates Street, Victoria, V8W 1K8, or phone 386-4636.

Annual Report of the Ministry of Education
Annual Report statistical supplement
Annual Report summary

Bill 11: School Amendment Act 1990. Highlights of School Finance Legislation
Changes in Education, a guide for parents
Children in the Primary Years: A Time of Wonder
Contacts in Education, a directory of the B.C. education community
Distance Learning Guidebook
*Independent School Act**
*Independent School Act Regulations**
*Legacy for Learners, A: Report of the Royal Commission on Education, 1988**
Legacy for Learners, A: Summary of the Report of the Royal Commission on Education, 1988
Mandate For The School System
New Framework for Residential School Property Taxes in British Columbia, A (pamphlet)
Policy Directions (result of Sullivan Royal Commission report)
Public and Independent Schools Book, a complete listing of schools and principals
Public School Funding in British Columbia (pamphlet)
Schools Education Facts (pamphlet)
*School Act**
*School Act Regulations and Ministerial Orders**
School Facilities in British Columbia: an investment in our communities and their future (pamphlet)
School Finance '90: Changes To The School Finance System
Working Plan: a plan to implement policy directions
Year 2000: A Framework For Learning
Year 2000 Highlights

ACTS EDUC 42

The Ministry of Education is responsible for the following Acts.

Independent School Act
School Act
Teaching Profession Act

MINISTRY OF ENERGY, MINES AND PETROLEUM RESOURCES

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**406, 617 Government Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The ministry, acting on behalf of present and future British Columbians, ensures that the province's energy and mineral resources are developed and used in a safe, efficient and environmentally sound manner for the economic benefit of the province.

Energy and mineral production is second only to the province's forest industry in terms of gross value, amounting to more than $6 billion in 1990. The ministry provides advice and technical services to aid in the orderly development of the province's metals, minerals, coal, petroleum, natural gas and other energy and mineral resources.

The minister is responsible for B.C. Hydro, the British Columbia Petroleum Corporation and the British Columbia Utilities Commission.

COMMUNICATIONS AND PUBLIC AFFAIRS BRANCH EMPR 1

Second Floor, 525 Superior Street
Victoria V8V 1X4
Phone 387-5178 FAX 356-8969

The Communications and Public Affairs Branch informs the public, industry and the news media about the ministry's activities; establishes communications policy for the ministry; advises other branches on communications issues; and provides support to the ministry executive. Activities include media liaison, responding to public enquiries, advertising, and producing and distributing publications and news releases.

ENERGY RESOURCES DIVISION EMPR 2

404, 617 Government Street
Victoria V8V 1X4
Phone 387-1916 FAX 387-1339

The Energy Resources Division oversees the management of British Columbia's various energy resources and advises on energy policies and programs designed to encourage economic development, maintain environmental integrity, and balance current demands against future needs.

Energy policy is aimed at four key targets: efficient energy, clean energy, secure energy and energy for the economy.

MEDIATION AND ARBITRATION BOARD EMPR 3
10142 — 101st Avenue
Fort St. John V1J 2B3
Phone 787-3403 FAX 787-3210

The Mediation and Arbitration Board facilitates negotiations between petroleum operators and landowners concerning access to **petroleum-bearing lands.** In cases of dispute between industry and freehold land owners, the board serves as mediator and, if necessary, arbitrator.

ELECTRICITY POLICY BRANCH EMPR 4
417, 617 Government Street
Victoria V8V 1X4
Phone 356-2150 FAX 387-1339

The Electricity Policy Branch develops and implements policies and strategies which affect the generation, sale, distribution and pricing of electrical energy in the province. It ensures an adequate supply of electricity within the constraints imposed by economic, environmental and public policy considerations.

The **Electricity Rate Discount Program** provides **incentive** power rates to support both new developments which are unique to the province, and incremental production from new or existing plants which displace imports.

Energy Removal Certificates authorize the removal of electricity from the province under certain conditions, on a long and short-term firm and short-term interruptible basis.

OIL AND GAS POLICY BRANCH EMPR 5
402A, 617 Government Street
Victoria V8V 1X4
Phone 387-6265 FAX 387-1339

The Oil and Gas Policy Branch develops and implements oil and gas policies and strategies consistent with provincial **sustainable development** objectives. It co-ordinates reviews of development proposals as well as the use and removal of oil and natural gas.

Energy Removal Certificates, both long and short-term, ensure exports of natural gas are in the provincial interest.

ENERGY PROJECT ANALYSIS BRANCH EMPR 6
433, 617 Government Street
Victoria V8V 1X4
Phone 356-1368 FAX 387-1339

The Energy Project Analysis Branch contributes to the sustainable development of British Columbia by conducting efficient and effective reviews of proposed energy projects through the province's Energy Project Review Process.

The **Energy Project Review Process** is a broad inter-agency review of proposed projects that produce, transmit, store, process or use energy. This review generally results in an **Order of the Minister** or an **Energy Project Certificate** which sets out the conditions under which the project may proceed.

ENERGY MANAGEMENT BRANCH EMPR 7

418, 617 Government Street
Victoria V8V 1X4
Phone 387-3048 FAX 386-9797

The Energy Management Branch develops and administers policies and programs which promote the efficient use of energy in British Columbia. It prepares energy **forecasts** and **statistical** and **economic** analyses of energy issues and delivers innovative energy programs.

The Energy Management Branch administers the **Energy Efficiency Act,** which sets minimum energy performance **standards** for **appliances,** electric motors and other equipment. It also develops energy efficiency standards for **buildings** to cut energy costs, reduce the environmental impacts of energy production and use, and enhance energy security.

The branch administers **Fuel Smart**, a program to cut oil use and increase energy efficiency. Fuel Smart includes a **public information** campaign and a set of programs targeted to particular oil uses (ride-sharing, fleet management, driver training, vehicle purchasing).

Natural Gas Conversion Programs — Vancouver Island Gas Pipeline provide **grants** to encourage conversion to natural gas.

A $25-million **"Clean Choice"** grant program for residential and commercial customers on Vancouver Island, the Sunshine Coast and Howe Sound has been established to help defray the cost of converting oil or electric forced air furnaces to natural gas.

Residential grants of up to $700 are available for existing single-detached homes and multiple dwellings heated by individual heating systems.

Commercial grants of up to $3,000 for converting space or water heating systems from oil or electricity to natural gas are available for businesses, centrally heated apartment buildings and institutions.

A $30-million conversion program for **pulp and paper mills** has been established to convert existing oil-burning equipment to dual firing with natural gas. The program will provide funding in the range of 70 to 80 per cent of the total conversion costs.

ENGINEERING AND OPERATIONS BRANCH EMPR 8

443, 617 Government Street
Victoria V8V 1X4
Phone 387-5995 FAX 387-1339

The Engineering and Operations Branch manages the province's petroleum and natural gas resources in a manner consistent with **sustainable development** by providing for conservation and optimal economic recovery, integration of environmental concerns and safety of site personnel and the public, protection of correlative rights and Crown revenue, and timely and orderly development of resources.

The **Gas Administration Management System (GAMS)** is a database system that monitors the **marketing** and **exports** of British Columbia natural gas reserves to meet provincial supply objectives. It also provides information on the availability of uncontracted gas supplies to gas utilities and gas shippers.

The **Petroleum Information Management System (PIMS)** is a database system that provides information on British Columbia petroleum and gas wells, petroleum and gas resources and processing systems. It supports ministry regulatory activities and industry operations.

The Fort St. John office of the Engineering and Operations Branch conducts **field inspections** of approved drilling wells and access roads, new construction of production and processing facilities, and **abandonment** of wells and unused facilities.

Fort St. John District Office
Mile 51½, Alaska Highway
Charlie Lake V0C 1H0

Mailing address
Box 6880
Fort St. John V9J 4J3
Phone 787-3450 FAX 787-3445

PETROLEUM TITLES BRANCH EMPR 9

412, 617 Government Street
Victoria V8V 1X4
Phone 387-1908 FAX 387-1339

The Petroleum Titles Branch administers the **title** and disposition of petroleum, natural gas (including underground storage) and **geothermal** rights in a manner that supports an active industry and provides for a continuing economic benefit from resource development. The branch participates in resource planning and regulation to meet provincial environmental goals.

It also provides information and title registry services to the petroleum industry and collects provincial **fees, rentals** and **tender bonuses** for petroleum, natural gas and geothermal rights.

The branch offers **monthly public tenders.** Competitions for petroleum and natural gas drilling rights are held every month, with the exception of December. The branch offers permits, drilling licences and leases throughout the province.

PETROLEUM GEOLOGY BRANCH EMPR 10

445A, 617 Government Street
Victoria V8V 1X4
Phone 356-7416 FAX 387-1339

The Petroleum Geology Branch carries out geological studies to assess oil and gas potential in over 1,300 **oil/gas pools.** It generates, maintains and updates a provincial subsurface geological and geophysical database of 7,500 **wells.** It prepares geological **maps** (isopachs and contours), regional cross-sections, and **reports** for ministry use and publication, and provides technical **evaluation** for titles, engineering and revenue management.

The branch also disseminates information to the petroleum industry to foster provincial development. It provides assistance and advice to government and industry on provincial **geothermal** resources and **coalbed methane** resources.

MINERAL RESOURCES DIVISION EMPR 11

The division is responsible for the management of the province's mineral resources, including coal, metals and structural materials. The following is a list of **district offices.**

Fernie
Resource Management Branch
Corner of Pine Avenue and
Coal Creek Road
Mailing address
Bag 1000
Fernie V0B 1M0
Phone 423-6884 FAX 423-3194

Kamloops
Resource Management Branch
Geological Survey Branch
200, 2985 Airport Drive
Kamloops V2B 7W8
Phone 828-4566 FAX 828-4726

Mineral Titles Branch
250, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4569

Nanaimo
Resource Management Branch
Shenton Building
1A, 3411 Shenton Road
Nanaimo V9T 2H1
Phone 755-2486 FAX 755-2474

Nelson
Resource Management Branch
Geological Survey Branch
403 Vernon Street
Mailing address
310 Ward Street
Nelson V1L 5S4
Phone 354-6125 FAX 354-6120

Mineral Titles Branch
Phone 354-6134

Prince George
Resource Management Branch
Geological Survey Branch
1652 Quinn Street
Prince George V2N 1X3
Phone 565-6125 FAX 565-6015

Quesnel
Mineral Titles Branch
314, 350 Barlow Avenue
Quesnel V2J 2C1
Phone 992-4222 FAX 992-4314

Smithers
Resource Management Branch
3793 Alfred Avenue
Mailing address
Bag 5000
Smithers V0J 2N0
Phone 847-7384 FAX 847-7603

Geological Survey Branch
Phone 847-7387

Vancouver
Resource Management Branch
904, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-9371 FAX 660-0175

Geological Survey Branch
301, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2708 FAX 660-2653

Mineral Titles Branch
302, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2672 FAX 660-2653

GEOLOGICAL SURVEY BRANCH EMPR 12

553 Superior Street
Victoria V8V 1X4
Phone 387-0688 FAX 356-8153

The Geological Survey Branch provides information on the geology and mineral resources for land and resource management. It carries out reconnaissance and detailed geoscience studies throughout the province and maintains a province-wide inventory of mineral deposits and occurrences. Detailed studies focus on the origin of mineral deposits and the identification of favourable prospecting areas. Research data is made available to industry and the public through a range of scientific and technical publications.

The **Geoscience Information Program** (phone 356-1693, FAX 356-7413) gathers and analyzes data concerning the mineral resources of the province and makes it available to the public, the mineral industry, academia and government agencies. Data is distributed in the form of published **reports** and **maps,** computer diskettes, printouts, microfiche, and oral presentations. The program includes the maintenance of **MINFILE** and **ARIS** computer systems and the **Public Information program.**

MINFILE is a comprehensive mineral inventory database of over 10,000 metallic, industrial mineral and coal deposits. **ARIS** is a computerized index to the mineral assessment report library of over 21,000 reports. Over 1,200 reports are submitted annually by the mineral exploration industry for maintenance of mineral and placer claims under the Mineral Tenure Act. These databases are used to stimulate and focus exploration and development and to provide resource inventory data for effective land-use planning.

The **Geoscientific Surveys Program** (phone 356-1693, FAX 356-7413) gathers geological data and conducts research on minerals, coal and industrial mineral deposits and areas with high mineral potential. It includes **map** production and the publication of research results. Information is provided to the mineral industry, various government ministries, academia and the general public.

The **Exploration, Industry Assistance and Monitoring Program** provides regional geological and mineral deposit information and monitors exploration activity. Information is provided to other branches of government, mineral exploration companies, prospectors and the general public.

The **Prospectors Assistance Program** promotes prospecting activity in British Columbia by providing **training** and **financial assistance** to prospectors. Qualified independent prospectors are eligible for financial assistance to a maximum of $7,500 per year. This provides part of the risk capital required by prospectors in their search for mineral exploration targets. The training component consists of three levels of **courses:** introductory, advanced, and the highest level, Petrology for Prospectors.

The **Analysis of Mineral Samples Program** provides laboratory analysis of mineral samples for government. It is responsible for **licensing** of **assayers** in British Columbia. Although this service is provided to the provincial government, the mineral industry benefits indirectly through the generation of information.

RESOURCE MANAGEMENT BRANCH EMPR 13

105, 525 Superior Street
Victoria V8V 1X4
Phone 387-3781 FAX 387-5985

Through regular inspections and the issuance of various **certificates** (mine officials, mine rescue, blasting, etc.), the Resource Management Branch ensures public safety, the **safety** and **health** of mine workers, and suitable **reclamation** and protection of the land and watercourses affected by mining and **exploration** work. The branch monitors mining activity to ensure optimum resources extraction, and facilitates and expedites solid, publicly acceptable mining ventures by sponsoring a comprehensive, credible and widely understood project review and approval process (Mine Development Review Process).

Services are provided to mining companies, mine workers and the general public.

The **Mine Development Review Process (MDRP)** is British Columbia's comprehensive procedure for review and approval of all proposed coal and hardrock mines. The MDRP addresses three basic topics: project locations and design; impacts and mitigation measures; and construction, operation and closure requirements, including reclamation. The review process ensures early identification and effective management of environmental, socioeconomic and financial impacts.

The **Mine Safety Award Program** gives annual safety awards for the highest standard of job safety performance in the mining industry. All mining operations in British Columbia are eligible.

Mine Rescue Competitions and **First Aid Competitions** are held annually in British Columbia. Teams from mines around the province compete in simulations of real-life situations, including search and rescue operations.

MINERAL POLICY BRANCH EMPR 14

26, 525 Superior Street
Victoria V8V 1X4
Phone 387-3787 FAX 387-5713

The Mineral Policy Branch develops policies, programs and strategies for the management of British Columbia's **coal** and mineral resources, in support of provincial environmental and economic objectives. The branch advises on economic factors affecting the mineral industry and develops land use policies and financial incentives to assist the development of new mines and infrastructure. Services are provided to government, the mineral industry and the general public.

The **Land Use Program**, a proactive approach to land use issues, has been initiated by the branch to ensure government agencies making land use decisions are aware of all information surrounding the issue.

MINERAL TITLES BRANCH EMPR 15

17, 525 Superior Street
Victoria V8V 1X4
Phone 387-4417 FAX 387-3594

The Mineral Titles Branch administers laws and regulations pertaining to the acquisition and maintenance of mineral tenures through a province-wide network of **Gold Commissioners.**

Services are provided to the mining industry, government ministries, financial institutions and the general public.

An individual, corporation or partnership must hold a valid **Free Miner's Certificate** to acquire a mineral title in British Columbia. Certificates are issued by Gold Commissioners or Sub-recorders to persons over 18 who are Canadian citizens or landed immigrants.

The branch is also responsible for **claim** and **lease tenure.** The five basic types of mineral **titles** are mineral claims, mining leases, placer claims, placer leases and lease of placer minerals. To stake a claim, specific types of staking posts must be used and metal tags which indicate the type of claim must be affixed to the posts. The **tags** are available from Gold Commissioners or Sub-recorders located in Government Agent Offices throughout the province. Leases are a long-term entitlement to minerals and a lease application is made through the Gold Commissioner.

GOLD COMMISSIONERS EMPR 16

Alberni
4515 Elizabeth Street
Port Alberni V9Y 6L5
Phone 724-9204

Atlin
Box 100
Atlin V0W 1A0
Phone 651-7595

Cariboo
102, 350 Barlow Avenue
Quesnel V2J 2C1
Phone 992-4301

Clinton
Box 70
Clinton V0K 1K0
Phone 459-2268

Fort Steele
102 — 11th Avenue South
Cranbrook V1C 2P2
Phone 426-1211

Golden
Box 39
Golden V0A 1H0
Phone 344-7550

Greenwood
Box 850
Grand Forks V0H 1H0
Phone 442-5444

Liard
302, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2672

Lillooet
Court House, Bag 700
Lillooet V0K 1V0
Phone 256-7548

Nanaimo Access Centre
13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2200

Nelson
310 Ward Street
Nelson V1L 5S4
Phone 354-6104

New Westminster
100, 635 Columbia Street
New Westminster V3M 1A7
Phone 660-8666

Nicola
Bag 4400
Merritt V0K 2B0
Phone 378-9343

Omineca
Smithers Access Centre
Bag 5000
1020 Murray Street
Smithers V0J 2N0
Phone 847-7207

Osoyoos
112, 100 Main Street
Penticton V2A 5A5
Phone 492-1211

Revelstoke
Box 380
Revelstoke V0E 2S0
Phone 837-7636

Similkameen
Box 9
Princeton V0W 1W0
Phone 295-6957

Skeena
100 Market Place
Prince Rupert V8J 1B7
Phone 627-0415

Slocan
Box 580
Kaslo V0G 1M0
Phone 353-2219

Trail Creek
Box 910
Rossland V0G 1Y0
Phone 362-7324

Vancouver
302, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2672

Vernon Access Centre
3201 — 30th Street
Vernon V1T 9G3
Phone 549-5511

Victoria
525 Superior Street
Victoria V8V 1X4
Phone 387-4417

REVENUE AND OPERATIONAL SERVICES DIVISION EMPR 17

516 Michigan Street
Victoria V8V 1X4
Phone 387-6261 FAX 356-0545

The Revenue and Operational Services Division manages the assessment and collection of taxes and royalties from the mineral and petroleum industries, and provides financial, administrative, human resources, and information systems technology support for the ministry's operations and programs.

PETROLEUM REVENUES BRANCH EMPR 18

239 Menzies Street
Victoria V8V 1X4
Phone 387-6991 FAX 387-7946

The Petroleum Revenues Branch administers **tax** and **royalty** regimes for the collection of revenues (taxes payable to the Crown) from the petroleum industry. It ensures compliance with statutory intent in self-assessing revenue programs (companies assess their revenues before they are renewed by the ministry) through a comprehensive **audit** process.

MINERAL REVENUES BRANCH EMPR 19

526 Michigan Street
Victoria V8V 1X4
Phone 387-6999 FAX 356-5065

The Mineral Revenues Branch administers **tax** regimes for the collection of revenues from the mining industry. It ensures compliance with statutory intent in self-assessing revenue programs through a comprehensive **audit** process.

ADMINISTRATIVE SERVICES BRANCH EMPR 20

516 Michigan Street
Victoria V8V 1X4
Phone 387-1368 FAX 387-5065

The Administrative Services Branch manages office space, field equipment, vehicle fleet, telecommunications, assets, purchasing, and records and forms management for the ministry. **Library** services are also provided by the branch (387-6407).

INFORMATION SYSTEMS BRANCH EMPR 21

524 Michigan Street
Victoria V8V 1X4
Phone 387-1267 FAX 356-2101

The Information Systems Branch provides systems services including planning, purchasing, installation and end-use support. It is also responsible for project administration, technical support and data management for the ministry's natural resources databases.

FINANCIAL SERVICES BRANCH EMPR 22

516 Michigan Street
Victoria V8V 1X4
Phone 387-5185 FAX 387-5060

The Financial Services Branch provides financial services and direction to the ministry in the areas of financial reporting, budget preparation, management services, payroll, administration, and management information reporting.

PERSONNEL SERVICES BRANCH EMPR 23

131, 553 Superior Street
Victoria V8V 1X4
Phone 387-3775 FAX 356-2023

The Personnel Services Branch provides services in staff recruitment and selection, employee relations, compensation, staff training and development, and safety programs.

PUBLICATIONS EMPR 24

The ministry's Communications and Public Affairs Branch has a variety of free pamphlets and brochures that are updated frequently to meet information needs. Publications include:

Mine Development Review Process
Mineral Market Update
B.C. Mineral Tax Act
Sustainable Mineral Development
Mineral Titles 2000 Project
B.C. Guidelines for Mineral Exploration
Mineral and Energy Resource Management for B.C.'s Protected Areas
Petroleum and Natural Gas Tenure System
New Directions for the 1990s — Energy Policy
Energy for Enterprise
Oil and Gas Statistics
Energy Market Update
Natural Gas Market Update
EMPR Business Plan
Annual Reports

Ministry press releases are also available. For information on publications, contact Communications and Public Affairs Branch, Second Floor, 525 Superior Street, Victoria V8V 1X4. Phone 387-5178, FAX 356-8969.

There are many Ministry of Energy, Mines and Petroleum Resources publications and maps available for purchase. They include:

Mineral fieldwork studies
Geology papers
Historical mining reports
Mineral deposit land use maps
MINFILE (mineral inventory database)
Mineral and geology bulletins

Open file maps and reports
Petroleum drilling handbook
Oil and gas production tapes
Oil and gas pool descriptions (pool plats)
Well authorization reports
B.C. energy supply and requirements forecast
Acts and Regulations

All of these publications and maps may be purchased at Crown Publications, 546 Yates Street, Victoria V8W 1K8. Phone 386-4636, FAX 386-0221.

Mining publications and maps may also be purchased at B.C. and Yukon Chamber of Mines, 840 West Hastings Street, Vancouver V6C 1C8. Phone 681-0221, FAX 681-2363.

ACTS EMPR 25

Legislation administered by the Ministry of Energy, Mines and Petroleum Resources includes:

Coal Act
Economic Development Electricity Rate Act
Energy Efficiency Act
Fort Nelson Indian Reserve Minerals Revenue Sharing Act
Gas Utility Act
Geothermal Resources Act
Hydro and Power Authority Act
Hydro and Power Authority Privatization Act
Hydro Power Measures Act
Indian Reserve Mineral Resource Act
Mineral Land Tax Act
Mineral Prospectors Act
Mineral Resource Tax Act
Mineral Tax Act
Mineral Tenure Act
Mines Act
Mining Right of Way Act
Ministry of Energy, Mines and Petroleum Resources Act
Natural Gas Price Act
Petroleum and Natural Gas Act
Petroleum and Natural Gas/Vancouver Island Railway Lands Petroleum Corporation Act
Pipeline Act
Power Act
Utilities Commission Act
Vancouver Island Natural Gas Pipeline Act

MINISTRY OF ENVIRONMENT

MINISTER
Parliament Buildings
Victoria V8V 1X4

DEPUTY MINISTER
810 Blanshard Street
Victoria V8V 1X5

BC Environment's mission is to manage, protect and enhance the environment for the benefit of current and future generations.

A secondary objective of the ministry is to provide the best possible array of social and economic benefits from the province's environmental resources.

The ministry has general responsibilities for environmental protection and management in every region of the province and ensures that economic and environmental issues are co-ordinated in a manner that provides a consensus for future environmental protection and economic development.

The specific resources over which BC Environment has management responsibility include freshwater sportfish, wildlife, air, and water. In addition, BC Environment regulates waste disposal and pesticide use, assesses major development proposals, enforces environmental legislation, and protects resources, property and the public from human and natural hazards.

The BC Environment executive is comprised of the Deputy Minister and four Assistant Deputy Ministers. Directors for the Public Affairs & Communication Branch and the Corporate Policy, Planning & Legislation Branch report directly to the Deputy Minister. Each Assistant Deputy Minister is responsible for one of four major departments: Environmental Management; Regional Operations & Enforcement; Management Services; and Fisheries, Wildlife & Integrated Management.

BC Environment has its headquarters in Victoria and has six regions: Northern, Vancouver Island, Lower Mainland, Southern Interior, Kootenay, and Skeena. Each **regional office** is administered by a regional director responsible for implementing and co-ordinating regional delivery of ministry programs. In addition, there are four sub-regional offices, in Williams Lake, Penticton, Cranbrook and Fort St. John, and **51 district offices** are also found throughout the province, staffed primarily by conservation officers.

BC Environment administers eight major programs:

Wildlife Management
Freshwater Fisheries
Waste Management
Air Management
Pesticide Control
Water Management
Enforcement and Environmental Emergencies
Environmental Assessment of Major Development Projects

In addition, an **Environmental Appeal Board**, appointed by Cabinet, functions to hear and adjudicate appeals to decisions made under environmental legislation.

Except where otherwise noted, the mailing address for all BC Environment offices is:

(Branch Name)
BC Environment
Parliament Buildings
Victoria V8V 1X4

BC Environment is committed to carrying out its mission in four specific ways:

A Leadership Role: Promoting environmental considerations in the daily decisions of governments, business and industry; providing rigorous enforcement of environmental standards; resolving resource use conflicts and disputes; and increasing public education and awareness of environmental fragility and environmental damage.

A Focus on Stewardship: Assisting in the preservation of ecological diversity and maintaining the flow of benefits from the use of environmental resources; monitoring and reporting on the condition of the environment; involving the community in decisions on environmental issues; and sustaining the environment for both present and future benefits.

A Service Quality Culture: Continuously improving service to our customers and clients; downward delegation of authority to staff; regular review and elimination of unnecessary procedures; improved co-operation through internal and external partnerships; and fostering excellence in management of staff and resources.

A Work Place of Excellence: Promoting outstanding individual and corporate performance; creating fairness, equity and honesty; fostering teamwork; providing opportunities for individual growth and development; and encouraging open and honest internal communication.

PUBLIC AFFAIRS AND COMMUNICATIONS BRANCH ENV 1

810 Blanshard Street
Victoria V8V 1X5
Phone 387-9422 FAX 387-7197

The Public Affairs and Communication Branch establishes communication policy for BC Environment; provides communication advice and support to the Minister and Deputy Minister; offers consultation to other branches and the public. Activities include liaising with the media, answering public inquiries, and producing/distributing publications and news releases. The ministry's staff newsletter *Environment News* is published by this branch.

The branch also co-ordinates the development and delivery of the ministry's public information and education programs and provides ministry library services. A **public information centre** is located on the ground floor of 810 Blanshard Street.

PROJECT WILD ENV 2

810 Blanshard Street
Victoria V8V 1X5
Phone 387-9422 FAX 387-7197

Project Wild is an educational program for young British Columbians (kindergarten to Grade 12) that emphasizes awareness, appreciation and understanding of wildlife and natural resources. The program utilizes interdisciplinary information to teach/coach basic environmental/ecological skills. Although focused on natural sciences the information is also applicable to wider disciplines such as social studies, language arts, mathematics, art, music and physical education.

Project Wild teaches young British Columbians *how* to think, by stressing basic concepts related to **wildlife ecology/management** and its needs, relationship and importance to present and future generations.

The program is designed to help develop problem-solving and decision-making skills relative to responsible local courses of action.

ENVIRONMENT YOUTH CORPS ENV 3

810 Blanshard Street
Victoria V8V 1X5
Phone 387-9753 FAX 387-7197

The Environment Youth Corps is co-sponsored by **BC Environment** and the **Ministry of Social Services and Housing**. The objectives of the program include: increasing public perception and understanding of environmental issues in communities throughout the province; providing trained manpower and funding to implement **community-based projects** that enhance the environment throughout the province; providing the youth of the province with opportunities to improve and protect the environment; providing young people between the ages of 16 to 24 with employment opportunities, experience and skills training; and, delivering environmental education at the elementary school level.

ENVIRONMENTAL APPEAL BOARD ENV 4

125, 911 Yates Street
Victoria V8V 4X3
Phone 387-3464 FAX 356-9923

The Environmental Appeal Board operates under the provisions of the **Environment Management Act, 1981**. The board is an independent quasi-judicial body appointed by Cabinet, created to hear appeals to decisions made under environmental legislation. The board holds hearings to review decisions made under the Pesticide Control Act, the Water Act, the Wildlife Act, the Waste Management Act and the Commercial River Rafting Safety Act. **Hearings** of the board, or panels of the board, are open to the public.

CORPORATE POLICY, PLANNING AND LEGISLATION BRANCH ENV 5

Third Floor, 777 Broughton Street
Victoria V8V 1X5
Phone 387-9670 FAX 356-7183

The Corporate Policy, Planning and Legislation Branch undertakes broad corporate policy and strategic planning activities. It manages BC Environment's legislative mandate and co-ordinates its intergovernmental relations activities.

The branch is also responsible for providing timely and effective support to the ministry's executive and government's decision-making systems, the ministry's program policy and planning activities and sustainable development issues. The branch plays a vital role in developing and co-ordinating ministry relations with the federal government, other provinces and territories, and neighbouring states on matters of joint interest.

ENVIRONMENTAL MANAGEMENT DEPARTMENT ENV 6

Fouth Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 387-9877 FAX 387-5669

ENVIRONMENTAL PROTECTION DIVISION ENV 7

Second Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 387-9993 FAX 356-9836

The Environmental Protection Division is responsible for the development and operation of all programs, policies and regulations relating to reduction, reuse, recycling, treatment and safe disposal of **waste materials** from all segments of society. Major functional areas of responsibility include effective monitoring and control of **emissions** into the **atmosphere**; monitoring and controlling discharges of solid, liquid and toxic **waste** onto **land** and into the **water** by developing appropriate standards and regulations; and, implementing regional and provincial waste control programs.

The division consists of four branches: Municipal, Liquid and Industrial Waste Branch; Municipal, Solid and Biomedical Waste Branch; Air Management Branch; and Program Planning and Evaluation Branch.The major operational objective is to work towards preserving the quality of the province's land, air and water environments by ensuring that discharges of pollutants from industrial, municipal and other operations are carefully controlled. This is accomplished by regulating all discharges through a permit system administered under the **Waste Management Act**, and by instituting policies such as "User Pay" and the "Five R's": Reduce, Reuse, Recycle, Recovery, and Residual Management.

MUNICIPAL, LIQUID AND INDUSTRIAL WASTE BRANCH ENV 8

Second Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 387-9992 FAX 356-9836

The Municipal Liquid and Industrial Waste Branch is responsible for developing policy for industrial and municipal liquid **(sewage)** waste discharges.

Primary functions also include regulating storage, transportation, treatment and disposal of **hazardous waste**, and ensuring the development of policies and legislation to support effective clean-up of **contaminated sites**.

MUNICIPAL SOLID AND BIOMEDICAL WASTE BRANCH ENV 9

Fifth Floor, 1312 Blanshard Street
Victoria V8V 1X5
Phone 387-9974 FAX 356-9974

The Municipal Solid and Biomedical Waste Branch is responsible for developing policies and strategies that will reduce the solid municipal waste stream by 50 per cent per capita by the year 2000. The branch is responsible for the development of partnership programs with local governments, industry and the public. These partnerships will utilize expertise and creativity from all sectors in resolving municipal solid waste problems. The branch is responsible for managing a $150-million program over the next five years to develop reduction, reuse and **recycling** programs in all areas of the province.

AIR MANAGEMENT BRANCH ENV 10

Second Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 387-9987 FAX 356-9836

The Air Management Branch is responsible for developing provincial policy to protect the public from the effects of **air pollution**, and for addressing major air pollution issues such as ground level ozone depletion, smoke emissions, toxic air pollutants, global warming and acid rain deposition. This is accomplished by controlling discharges to air and developing **air quality standards**, monitoring air pollution indicators and managing air pollution reduction programs.

Staff expertise is available to supply information and technical advice, and supervise quality assurance systems. Services include providing engineering, meteorological and technical services; establishing air standards, collecting air quality data and implementing airshed (large areas that share common climatic conditions) management systems; providing meteorological and climatological data services, including setting of data standards for provincial agencies; and collecting and maintaining computerized data files and dispensing data.

PROGRAM PLANNING AND EVALUATION BRANCH ENV 11

Second Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 356-0205 FAX 356-9836

The Program Planning and Evaluation Branch is responsible for the development and preparation of environmental legislative policy and evaluation of environmental proteçtion programs. The branch is also responsible for ministry laboratory operations including laboratory data collection and analysis, quality assurance and performance audits.

WATER MANAGEMENT DIVISION ENV 12

765 Broughton Street
Victoria V8V 1X5
Phone 387-6989 FAX 387-3429

The Water Management Division is responsible for the management of provincial water resources to contribute to the social and economic well-being of all British Columbians. This is accomplished through **water supply management, water quality management**, and **flood and erosion control**. The division is comprised of the Water Rights Branch, Water Quality Branch and the Engineering Branch.

WATER RIGHTS BRANCH ENV 13

765 Broughton Street
Victoria V8V 1X5
Phone 387-6945 FAX 387-8298

The Water Rights Branch is responsible for regulating all **surface water** uses through a **licensing** and **permit** system, and for collecting and maintaining data on water supply. Licences are issued for domestic, irrigation, mining, industrial, power, storage and other short-term purposes. Licensing decisions can be made by regional water managers located in six regional offices throughout the province. Additional assistance is provided by support offices in a number of other communities.

The adjudication of controversial or unique licensing matters, the hearing of **appeals**, the collection of revenue, and overseeing the administration of the Water Act are the responsibility of the comptroller of Water Rights, located in Victoria.

The branch is comprised of three sections: Power and Special Projects, Community Water Supply and Groundwater.

Power and Special Projects Section ENV 14

The Power and Special Projects Section is responsible for reviewing **licence applications** for **hydro-electric projects**, and undertaking or reviewing technical hydro-electric and water-related studies including proposals for the **development of water resources** in the province. Primary operational activities include approval of design concepts and construction plans for new and/or rehabilitated hydro-electric projects; review of related technical and environmental studies; construction inspection and conducting studies to determine future power licensing policy. The section is also responsible for coordinating ministerial technical responsibilities relating to the **Columbia River Treaty**.

Community Water Supply Section ENV 15

The Community Water Supply Section ensures an adequate level of service from **privately owned water utilities** through regulation that includes the issuing of orders of the comptroller and certificates of public convenience and necessity; adjudication of water utility tariff increase proposals; operation of utilities which have had to be taken over; and investigation and reporting to the comptroller concerning inspection and surveillance of utilities.

Groundwater Section ENV 16

The Groundwater Section is comprised of the Engineering Unit and the Inventory and Mapping Unit. The section undertakes the inventory, assessment, and monitoring of provincial groundwater resources, and provides technical advisory services and information on groundwater.

Operations include collection, processing and storage of **water well data** from water well drillers and groundwater consultants in order to respond to enquiries regarding groundwater resources; preparation and maintenance of water well location maps; technical advisory assistance, including evaluation and assessment of groundwater resources; review and evaluation of consultants' reports related to groundwater development; and review and evaluation of environmental impact assessment reports prepared for major developments such as coal and metal mines. Other responsibilities include operation, maintenance and evaluation of the province-wide **Observation Well Network** to monitor trends in water level fluctuations and groundwater quality in developed aquifers (underground water sources); monitoring and assessment of groundwater quality concerns; and preparation and distribution of **publications** related to groundwater development and water well construction.

WATER QUALITY BRANCH ENV 17

765 Broughton Street
Victoria V8V 1X5
Phone 387-9519 FAX 387-3429

The Water Quality Branch is comprised of two sections; the Water Quality Section and the Littoral Resources Section.

The **Water Quality Section** is responsible for developing water quality criteria and objectives that are applied province-wide to protect water uses and water bodies. They protect the most sensitive water uses and constitute a reference against which existing water quality can be evaluated. The Water Quality Section also monitors the attainment of water quality objectives and summarizes the results in an annual report. In addition, the section is responsible for the **Canada-B.C. Water Quality Monitoring Agreement**, set up to document long-term water quality trends for the province.

Other activities of this section include solving water quality problems in **streams and lakes**, conducting water quality studies, providing advice on specialized water quality issues, and reviewing the water quality effects of new mining and forestry developments. Many of the studies are multi-disciplinary and are carried out in collaboration with other agencies. The studies include all forms of aquatic life and habitat, and cover all types of surface waters.

The **Littoral Resources Section** is responsible for preparing **marine water quality objectives** and addressing water quality impacts of marine net-pen aquaculture. The Watershed Coding System and Dictionary are also maintained by this section; major British Columbia river, lake and stream systems in the province have been digitized and computer-generated watershed code numbers assigned for users of the dictionary.

The section is responsible for the management of foreign organisms, such as the nuisance aquatic plant **Eurasian water milfoil**, for the purpose of protecting high priority public recreational areas, preserving fish spawning habitat and preventing flooding. Activities include providing technical advice on aquatic plant control measures to local agencies implementing control under cost-shared agreements. The section develops improved and new control technologies, monitors selected water bodies to document presence or absence of **nuisance species**, conducts public information to reduce their spread, and monitors and documents control effectiveness.

ENGINEERING BRANCH ENV 18

765 Broughton Street
Victoria V8V 1X5
Phone 387-3255 FAX 387-3429

This branch is comprised of several operational sections including Hydrology, Rivers, Water Supply and Drainage, Planning, Special Projects and Technical Support. The branch is responsible for providing to internal and external clients a wide range of engineering and planning services related to watershed management, floodplain identification and development planning, water supply, **irrigation** and drainage.

During the spring snowmelt period, the Hydrology Section forecasts **flood flows and levels** along the main stem of the Fraser and Thompson Rivers. Surveys provide stream flow and lake level data, through a province-wide network of hydrometric stations operated by Environment Canada under a federal-provincial agreement, and also a small network of stream flow and lake level stations operated by the branch.

The information and data files are used to provide assessments of **water supply** outlooks and snowmelt **flood potential**. Forecasts of seasonal volume runoff are made for major reservoirs and stream gauging stations on British Columbia's major river systems. Recommendations are made for operational control of the Okanagan mainstream lake system.

The branch provides engineering and project management services for **Flood Response and Assessment**, the **Fraser River Flood Control Program**, **River Protection Assistance Program**, **Stream Clearing Program** and **Flood Protection Program**. Studies and river surveys of **flood and erosion problems** are undertaken to augment regional resources.

PESTICIDE CONTROL BRANCH ENV 19

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9411 FAX 387-8897

The Pesticide Control Branch is responsible for regulating pesticide use and promoting **integrated pest management** strategies designed to achieve a sustainable environment for British Columbia. Key objectives include regulating the sale and use of pesticides; promoting integrated pest management activities; informing the public about risks, alternative opportunities and regulatory processes associated with pesticide use; ensuring that adequate **pesticide controls** are applied to public lands and other specified areas; ensuring that companies selling or applying pesticides comply with safety and training requirements; and ensuring that conditions of **licences** and **permits** are fulfilled, that proper records are maintained, and that **pesticide residues** in the environment are kept at safe levels.

ENVIRONMENTAL ASSESSMENT BRANCH ENV 20

777 Broughton Street
Victoria V8V 1X5
Phone 387-9678 FAX 356-7183

The Environmental Assessment Branch is responsible for ensuring that **industrial development proposals** are **environmentally sustainable** and that the assessment of environmental implications is incorporated into project planning at the earliest possible stage.

Key activities include the co-ordination of ministry and provincial **review processes** related to major industrial development proposals including liaison work with other interested government agencies. The branch conducts policy and legislation development and review in the area of environmental assessment in order to promote a consistent approach to assessment procedures and to develop effective evaluation and monitoring programs. The branch administers the province's **Major Project Review Process**, in co-operation with the **Ministry of Development, Trade and Tourism**, and manages joint federal-provincial panels established to hold public hearings on major projects.

Other responsibilities include leading the development of the government's sustainable development strategy, developing ministry and corporate sustainable development policies and strategies, and making recommendations to the Cabinet Committee on Sustainable Development.

FISHERIES, WILDLIFE AND INTEGRATED MANAGEMENT DEPARTMENT ENV 21

810 Blanshard Street
Victoria V8V 1X5
Phone 356-0121

The department is comprised of the Fisheries Branch, Wildlife Branch and the Integrated Management Branch. Collectively the three branches work to protect the fisheries and wildlife resources and their habitats. A primary objective of the programs is to work co-operatively with land and resource users to protect fish and wildlife by setting aside provincial lands for conservation and preservation, by protecting a wide range of species through legislation, and by regulating angling, hunting, guiding and trapping.

FISHERIES BRANCH ENV 22

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9737 FAX 387-9750

The Fisheries Program is responsible for managing **fish**, **fish habitat** and **sport fishing** for the people of British Columbia. The program's main focus is on freshwater fisheries and the branch also represents provincial interests in tidal sport fisheries. The Fisheries Branch, located in Victoria, provides provincial co-ordination of program policies and activities in regional centres across the province.

Key program objectives are to conserve wild fish stocks, protect and manage fish habitat, and serve the public interest. The various activities undertaken by the Fisheries Branch to achieve these objectives are outlined in the following section descriptions.

Director's Office ENV 23

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9713 FAX 387-9750

The director's office co-ordinates the activities of the Fisheries Program and is the primary contact with other ministry programs and regions. This office is the focus for issues which are international, intergovernmental or interministerial in nature (e.g., Salmonid Enhancement Program, General Fisheries Agreement with Department of Fisheries and Oceans, U.S. Salmon Treaty, etc.). **Native Indian policy and issues** as they relate to fisheries are handled through the director's office, as is Fisheries' involvement in **tidal sport fish policy**. Review and development of general legislation related to the Fisheries Program is also undertaken in this office.

Planning and Economics Section ENV 24

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9581 FAX 387-9750

This section co-ordinates planning, policy development and program evaluation within the fisheries program. This includes development of program plans which are distributed to the public and revised based on their input. The section also deals with the economic assessment of sport fishing and development of policies relating to management of the sport fishing industry. The section is responsible for **public communications** including public surveys, production of information materials and co-ordination of public consultation. Fisheries information materials may be obtained from 780 Blanshard Street, or by calling 387-9737.

Conservation Section ENV 25

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9585 FAX 387-9750

The Conservation Section is responsible for the management of **wild fish stocks** in the province. It provides technical expertise to regional fisheries biologists in the areas of fish biology, population dynamics, habitat capability and appropriate management prescriptions for specific water bodies. The section co-ordinates the assessment and monitoring of fish stocks and **angler harvests**. The section develops, reviews and co-ordinates projects to restore or enhance the productive capacity of water bodies for wild fish stocks, primarily through the **Habitat Conservation Fund**. It also serves as the liaison with the Integrated Management Branch in the ministry.

The co-ordination of inventory and data systems for the Fisheries Program is also handled by this section. This involves development of standards and procedures, inventory manuals, training, and province-wide data summaries and analyses. The section is the Fisheries Branch contact for ministry and government-wide data system initiatives such as **Geographic Information Systems (GIS)** and has the responsibility for co-ordinating information systems development within the Fisheries Program.

Regulation and Licensing Section ENV 26

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9591 FAX 387-9750

This section is responsible for all activities relating to **sport fishing licences** and regulations, including the preparation and publishing of the *BC Freshwater Fishing Regulations Synopsis*. This publication provides anglers with information about fish species and fisheries management as well as specific fishing regulations for water bodies across the province. It can be obtained with the purchase of a freshwater **angling licence** at **Government Agent offices** throughout the province. (For list of Government Agent offices, see Ministry of Development, Trade and Tourism, DTT 43.)

The section also co-ordinates the management of freshwater angling guides including licensing, operating and reporting requirements. The section incorporates the role of deputy director and as such deals with all fisheries **appeals** related to licensing, cancellations and angling guides under the Wildlife Act. All fisheries-related **permits** are handled by this section including commercial **aquaculture**, cage rearing, collectors and scientists.

Fish Culture Section ENV 27

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9698 FAX 387-9750

This section is responsible for the production of **hatchery reared sport fish** and their distribution to over 1,100 lakes and streams throughout the province. The section operates a network of five major hatcheries and a number of smaller ones in order to provide healthy sport fish to increase angling opportunities primarily where natural capability is not available. Opportunities for **public viewing** are available at each hatchery, and group tours may be pre-arranged with hatchery supervisors or tour guides (see list below). Fish health is a priority in the hatchery system and this section provides expertise for both hatchery reared fish and wild populations (see below for address). Engineering services are also available in this section, serving both the hatchery system and wild fish populations.

Major Provincial Fish Hatcheries

B.C. Fish Health Laboratory
Pacific Biological Station
Hammond Bay Road
Nanaimo V9R 5K6
Phone 756-7020 FAX 756-7053

Fraser Valley Trout Hatchery
Abbotsford
Phone 852-5388 FAX 852-3571

Kootenay Trout Hatchery
Wardner
Phone 429-3214 FAX 429-3202

Loon Creek Hatchery
Cache Creek
Phone 459-2454 FAX 459-7731

Summerland Trout Hatchery
Summerland
Phone 494-0491 FAX 494-3046

Vancouver Island Hatchery
Duncan
Phone 746-1425 FAX 746-7163

Research and Development Section ENV 28

2240 Main Mall
University of British Columbia
Vancouver V6T 1W5
Phone 660-1812 FAX 660-1849

The role of this section is to provide **scientific and technical support** in various areas of fisheries management, including population dynamics, ecology, fish culture, lake aeration, water chemistry and stream fertilization. This involves conducting research, co-ordinating innovative initiatives in the Fisheries Program and incorporating new technologies into management operations. The section maintains a close association with the University of British Columbia and plays a key role in co-operative research initiatives. It operates a **research hatchery** at the Fraser Valley Trout Hatchery in Abbotsford. The section also has responsibility for information systems applications, working closely with the Conservation Section of the Fisheries Branch.

WILDLIFE BRANCH ENV 29

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9585 FAX 387-99791

The Wildlife Branch is responsible for managing the wildlife resources of the province for the benefit and enjoyment of the citizens, by maintaining an optimal balance between ecological, cultural, economic and recreational needs. The branch is comprised of four sections: Biometrics, Habitat Inventory, Research and Development and Management Operations.

Branch objectives are largely accomplished by maintaining and enhancing wildlife and their habitats to ensure an abundant, diverse and self-sustaining wildlife resource: maintaining, enhancing and promoting opportunities to appreciate, study and view wildlife in their habitats; enhancing and promoting recreational opportunities to hunt game species, including the regulation of **hunting licences**; facilitating commercial use of the province's wildlife resources through effective regulation of **trapping** and **guiding activities**; and by protecting people and property from intolerable levels of danger, damage or harassment by wildlife.

Biometrics Section ENV 30

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9775 FAX 387-9145

This section is responsible for co-ordinating **information system development** and operation for the Wildlife Program and provides both technical advice and support to program staff in the areas of survey and statistical design, data analyses, report preparation and staff training. Section staff are responsible for operating provincial administrative and data collection systems and providing current and historical information for wildlife and habitat management staff (for setting hunting, trapping and limited entry **regulations** and **guide-outfitter** quotas) and for Conservation Officers in the regions (regarding hunter identification, licence details, limited entry activities and **habitat protection** referral activities). Information is also provided to other government agencies, educational institutions, industry and the public, based on the ministry's Access to Licence Information policy.

Habitat Inventory Section ENV 31

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9770 FAX 387-9145

The Habitat Inventory Section is responsible for conducting and co-ordinating biophysical habitat inventory, a method of classifying and mapping both the suitability (existing productivity) and the capability (potential productivity) of the land to support the production and use of renewable natural resources. Regional staff use land features maps to select areas for habitat enhancement, plan referral strategies, participate in co-ordinated resource and forestry plans, and provide a basis for animal census.

Research and Development Section ENV 32

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9796 FAX 387-9145

This section is responsible for providing scientific support to the Wildlife Program and conducting research on wildlife and habitat issues of provincial importance. Activities include co-ordinating research activities among regional offices, universities and other organizations involved in wildlife studies, and providing specialized technical services to the Wildlife Program and external client groups.

Management Operations Section ENV 33

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9790 FAX 387-9145

The Wildlife Management section is primarily responsible for operational activities aimed at protecting, conserving and, where possible, enhancing populations of **endangered species** and **non-game species** of wildlife.

Habitat Conservation Fund ENV 34

780 Blanshard Street
Victoria V8V 1X5
Phone 387-9585 FAX 387-99791

The branch provides administrative support for the Habitat Conservation Fund, established for the purpose of acquiring and/or enhancing habitat for fish and wildlife. The fund finances submissions from Fisheries and Wildlife staff of the ministry, including unsolicited proposals which are usually approved and completed under contract.

INTEGRATED MANAGEMENT BRANCH ENV 35

Third Floor, 777 Broughton Street
Victoria V8V 1X5
Phone 387-9555 FAX 356-7183

The Integrated Management Branch is responsible for promoting integrated protection and management of **ecosystems**, and for ensuring that this approach is reflected in the internal and external activities of the ministry. This is largely accomplished through legislation, policy and procedures to promote integration within the ministry and other resource agencies; facilitating strategic and **land-use planning** activities; co-ordinating the establishment and maintenance of the ministry referral system; emphasizing support for applied integrated management activities in the field; co-ordinating the establishment and maintenance of computerized databases and **geographic information systems**; and maintaining close communication with **resource-use agencies**, industry and the public to encourage acceptance of integrated management.

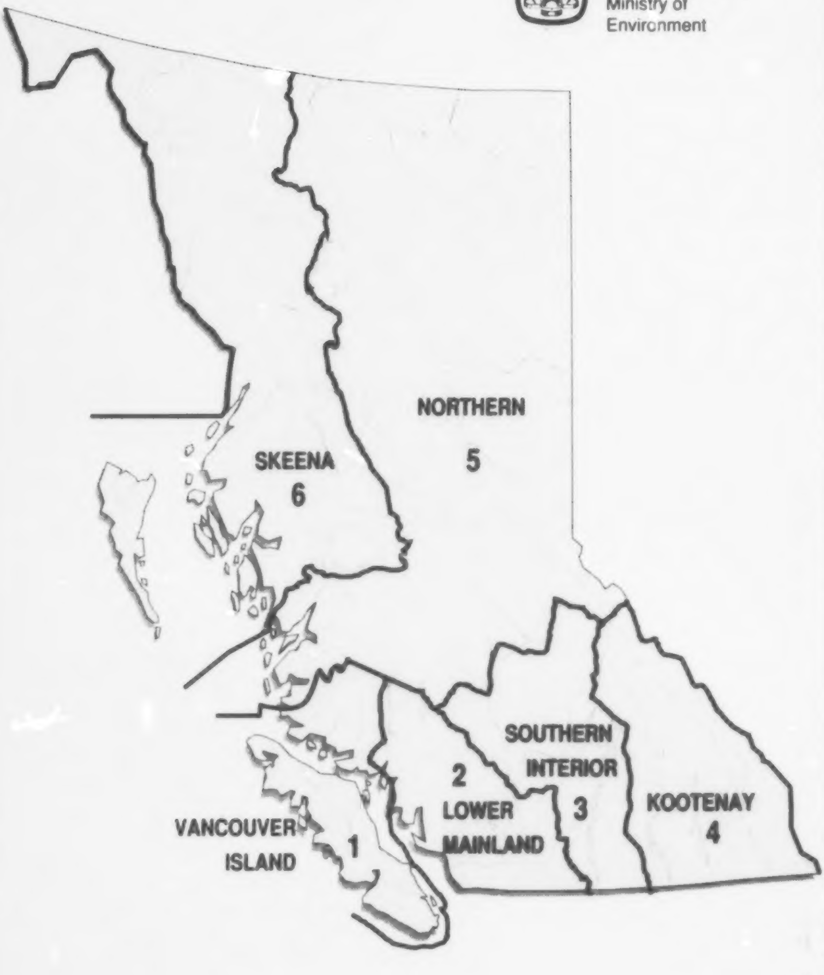
REGIONAL OPERATIONS AND ENFORCEMENT DEPARTMENT ENV 36

810 Blanshard Street
Victoria V8V 1X5
Phone 356-7223 FAX 357-5669

The Regional Operations and Enforcement Department is comprised of the Enforcement Branch and the Environmental Emergency Services Branch. Regional operations include six regional offices (Nanaimo, Surrey, Kamloops,

MINISTRY OF ENVIRONMENT REGIONAL BOUNDARIES

Province of British Columbia
Ministry of Environment



Nelson, Prince George and Smithers), with four sub-regional offices (Penticton, Fort St. John, Cranbrook and Williams Lake) and **51 district offices** staffed mainly by conservation officers.

The Regional Operations Department is responsible for the **decentralized delivery of major ministry programs** and for implementing activities required to achieve program objectives. Regional directors are responsible for the annual regional budgets required for the delivery of these programs. Victoria operations are responsible for long-range planning to achieve specified objectives, annual budget preparation, recommending policies and management strategies to the executive committee, and monitoring the achievement of objectives.

The ministry's administrative structure relies on close co-operation between Victoria and the regions, as well as strong ties with other provincial ministries and close liaison with federal and local levels of government.

REGIONAL HEADQUARTERS

Vancouver Island Regional Headquarters
2569 Kenworth Road
Nanaimo V9T 4P7
Phone 758-3951 FAX 755-2473

Lower Mainland Regional Headquarters
10334 — 152 A Street
Surrey V0H 1Z0
Phone 584-8822 FAX 660-8926

Southern Interior Regional Headquarters
1259 Dalhousie Drive
Kamloops V2C 5Z5
Phone 374-9717 FAX 828-4000

Kootenay Regional Headquarters
617 Vernon Street
Nelson V1L 4E9
Phone 354-6347 FAX 354-6332

Northern Regional Headquarters
1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6400 FAX 565-6629

Skeena Regional Headquarters
3726 Alfred Avenue, Bag 5000
Smithers V0J 2N0
Phone 847-7260 FAX 847-7591

SUB-REGIONAL OFFICES

Southern Interior Sub-Regional Office
201, 3547 Skaha Lake Road
Penticton V2A 7K2
Phone 493-8261 FAX 492-1314

Kootenay Sub-Regional Office
106 Fifth Avenue
South Cranbrook V1C 2G2
Phone 425-1473 FAX 426-1487

Northern Sub-Regional Offices
540 Borland Street
Williams Lake V2G 1R8
Phone 398-4530 FAX 398-4214

10142 — 101st Avenue
Fort St. John V1J 2B3
Phone 787-3478 FAX 787-3507

ENFORCEMENT BRANCH ENV 37

777 Broughton Street
Victoria V8V 1X5
Phone 387-9401 FAX 387-1041

The Enforcement Branch is responsible for maintaining standards of environmental quality by promoting compliance with environmental legislation. This is accomplished by identifying and investigating violations of the law,

apprehending violators for possible prosecution; responding to threats to public safety or property from **dangerous or nuisance wildlife**; and making contact with hunters, anglers, and other resource users to discuss issues and explain the ministry's regulations. Conservation officer staff also enforce the **All-Terrain Motor Vehicle Act** and the **Commercial River Rafting Safety Act** for the purpose of maintaining safer outdoor recreational opportunities for the public.

Conservation officer personnel and services are available in all regional, subregional and district offices.

ENVIRONMENTAL EMERGENCY SERVICES BRANCH ENV 38

Third Floor, 777 Broughton Street
Victoria V8V 1X5
Phone 356-9302 FAX 356-0742

The Environmental Emergency Services Branch is responsible for co-ordinating the ministry's environmental emergency services delivery program in regional and Victoria offices. The branch provides a single responsibility centre within the ministry wholly dedicated to planning, preparedness, notification and response mobilization for all types of environmental emergencies. Emergencies involving the ministry include floods, marine spills, earthquakes, landslides, major industrial emergencies and the spill of oil and hazardous chemicals. The branch provides liaison with other provincial, federal and local government agencies for **environmental emergency planning and response**, and co-ordinates activities within the ministry aimed at enhancing planning, preparedness and response mobilization for environmental emergencies. The branch also co-ordinates the ministry's **coastal resource protection program** and provides research opportunities and public education on environmental emergencies. It maintains an internal notification system in co-operation with the **Provincial Emergency Program** and the ministry regional offices. The branch also supports the activities of the United States/British Columbia Oil Spill Task Force and is involved in liaison with other agencies concerning marine oil spills. It also maintains a **marine oil spill** auxiliary program.

MANAGEMENT SERVICES DEPARTMENT ENV 39

Fourth Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 387-9888 FAX 387-5669

The Management Services Department is responsible for the provision of quality administrative, personnel, systems and financial support services to enable the successful delivery of environmental programs.

The department is comprised of four branches: Central Services Branch, Financial Services Branch, Personnel Services Branch and Systems Services Branch.

CENTRAL SERVICES BRANCH ENV 40

Third Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 387-9855 FAX 356-9230

FINANCIAL SERVICES BRANCH ENV 41

Third Floor, 810 Blanshard Street
Victoria V8V 1X5
Phone 356-1377 FAX 356-9239

PERSONNEL SERVICES BRANCH ENV 42

3, 1106 Cook Street
Victoria V8V 1X5
Phone 356-9000 FAX 356-7286

SYSTEMS SERVICES BRANCH ENV 43

Second Floor, 777 Broughton Street
Victoria V8V 1X5
Phone 387-9608 FAX 356-7297

ACTS ENV 44

The Ministry of Environment Act, establishes BC Environment and defines its purposes and function. This Act mandates the ministry "to manage, protect and conserve all water, land, air, plant life and animal life, having regard to the economic and social benefits they may confer on the province".

The **Environment Management Act** establishes an overall management framework for the ministry, enabling it to set resource management objectives, undertake resource inventories, prepare plans, ensure that environmental assessments of major development projects are carried out, and hold public inquiries into any major environmental issue.

The Act also establishes policies for dealing with environmental emergencies. The Environmental Appeal Board is created under this Act to hear appeals on specific activities undertaken by the ministry.

The **Environment and Land Use Act** establishes the Environment and Land Use Committee of Cabinet. The Sustainable Environment Fund Act establishes a special account called the Sustainable Environment Fund for the protection and enhancement of the environment.

In addition to the Ministry of Environment Act, and Environment Management Act, specific duties and functions of BC Environment programs are defined under the following statutes:

Waste and Air Management: Waste Management Act, Hazardous Waste Management Corporation Act, Litter Act, Weather Modification Act

Water Management: Water Act, Water Utility Act, Flood Relief Act, Drainage, Ditch and Dyke Act, Dyking Authority Act, Utilities Commission Act, Dyke Maintenance Act, Libby Dam Reservoir Act

Pesticide Control: Pesticide Control Act

Wildlife Management: Wildlife Act, Creston Valley Wildlife Act

Fisheries Management: Fisheries Act (B.C.), Fisheries Act (Canada)

Enforcement: Commercial River Rafting Safety Act

BC Environment also has specific powers resulting from legislation administered by other ministries. Examples include the Firearm Act, Forest Act, Land Act, Land Title Act, Mines Act, Mine Development Assessment Act, Mineral Act, Motor Vehicle (All Terrain) Act, Municipal Act.

MINISTRY OF FINANCE AND CORPORATE RELATIONS

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**109, 617 Government Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The office of the Minister is located in the Parliament Buildings. Members of the public may write to the Minister regarding government's financial or economic policies or other areas of concern c/o Room 152, Parliament Buildings, Victoria V8V 1X4.

The office of the Deputy Minister is open from 8:30 a.m. to 4:30 p.m. General enquiries or public concerns on issues that fall within the finance ministry may be directed to this office.

Basically, the Ministry of Finance and Corporate Relations is the government's primary tax collector (Revenue Division); statistician (Planning and Statistics); corporate and personal property registrar (Registries and Ministry Support Services); banker and money manager (Provincial Treasury); chief accountant (Office of the Comptroller General); central personnel and labour relations office (Government Personnel Services Division), and its fiscal and economic policy, and budget and expenditure arm (Economics and Policy; Treasury Board Staff).

There are four commissions that fall within the Ministry of Finance and Corporate Relations: the B.C. Securities Commission, Financial Institutions Commission, Provincial Capital Commission, and Compensation Fairness Commission.

COMMUNICATIONS BRANCH FIN 1

109, 617 Government Street
Victoria V8V 1X4
Phone 387-3347

The Communications Branch informs the public, interest groups and the media about ministry policies, programs and initiatives.

This office answers public enquiries, liaises with the media, co-ordinates the production of most ministry publications, and develops and distributes all ministry news releases.

Many ministry **publications** are available to the public through this branch, including the *Ministry of Finance and Corporate Relations Annual Report* and *Budget* brochures.

REVENUE DIVISION FIN 2

1061 Fort Street
Victoria V8V 3K5
Phone 387-1500

The Revenue Division administers British Columbia's major taxation legislation and is responsible for ensuring that the provisions of those statutes are fairly and consistently applied.

CONSUMER TAXATION BRANCH FIN 3

1061 Fort Street
Victoria V8V 3K5
Phone 387-1500

Mailing Address
Parliament Buildings
Victoria V8L 2L9

This branch registers businesses that **collect taxes** on behalf of the province, conducts field audits and inspections of these businesses' tax collection records, and carries out office audit and collection programs.

Consumer Tax bulletins are available through this branch. Enquiries on **sales tax rebates** for out-of-province visitors should be directed to this office.

The branch administers the Social Service Tax Act, Hotel Room Tax Act, Tobacco Tax Act, Motor Fuel Tax Act, and the Horse Racing Tax Act through its 15 district offices.

Campbell River
Campbell River Access Centre
115, 1180 Ironwood Road
Campbell River V9W 5P7
Phone 286-7570

Chilliwack
Chilliwack Access Centre
45850 Yale Road
Chilliwack V2P 2N9
Phone 795-8411

Cranbrook
Cranbrook Access Centre
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1243

Dawson Creek
Dawson Creek Access Centre
1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2207

Kamloops
250, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4508

Kelowna
114, 1420 Water Street
Kelowna V1Y 1J2
Phone 861-7432

Nanaimo
Nanaimo Access Centre
13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2202

Nelson
310 Ward Street
Nelson V1L 5S4
Phone 354-6101

Penticton
112, 100 Main Street
Penticton V2A 5A5
Phone 492-1208

Prince George
Prince George Access Centre
1044 Fifth Street
Prince George V2L 3H9
Phone 565-6036

Terrace
Terrace Access Centre
103, 322 Eby Street
Terrace V8G 5K8
Phone 638-3488

Vancouver
500, 605 Robson Street
Vancouver V6B 5J3
Phone 660-4524

Vernon
Vernon Access Centre
3201 — 30th Street
Vernon V1T 9G3
Phone 549-5512

Williams Lake
Williams Lake Access Centre
540 Borland Street
Williams Lake V2G 1R8
Phone 398-4207

INCOME TAXATION BRANCH FIN 4

1061 Fort Street
Victoria V8V 3K5
Phone 387-0604

General federal **income tax** enquiries should be directed to Revenue Canada Taxation (388-0121). Income tax **refund** enquiries can be directed to the same office (388-0120).

The Income Taxation Branch administers the Income Tax Act, the Corporation Capital Tax Act, the Logging Tax Act, the Mining Tax Act, the Insurance Premium Tax Act, and the Property Purchase Tax Act.

This branch assists Revenue Canada with informational and compliance aspects of the Income Tax Act (Canada). Under the tax collection agreement between the **federal** and **provincial** governments, the federal government collects personal and corporate income taxes on behalf of the government of British Columbia.

The branch collects taxes levied by the Ministry of Attorney General under the Fire Services Act and provides tax refunds under the International Financial Business (Tax Refund) Act.

Available through this branch are income taxation bulletins, a *Guide to Property Purchase Tax* and a *Political Contributions Program Guide*.

REAL PROPERTY TAXATION BRANCH FIN 5

Surveyor of Taxes Office
1061 Fort Street
Victoria V8V 3K5
Phone 387-0555

This branch administers taxes and special levies on taxable real property which is outside incorporated municipalities (Taxation [Rural Area] Act). For more information, ***Understanding Rural Property Taxes*** and *Rural Crown Land and Property Taxes* brochures are available.

The branch administers the **Home Owner Grant Program** (387-0555) for properties located in **rural** areas of the province. Taxpayers who own residential property and who occupy it as their principal residence are eligible for a home owner grant.

The branch administers the **Land Tax Deferment Program** (387-0599), which allows eligible taxpayers (60 or over, a widow or widower, or a handicapped person as defined by GAIN [Guaranteed Available Income for Need Act]), in both rural and municipal areas, to defer the payment of their property taxes until the property is sold. A preferential interest rate applies to the deferred taxes. For more information, a *Land Tax Deferment Program* brochure is available, or call the local municipal office.

Enquiries on the above programs may also be directed to a local Government Agent.

The branch also ensures **school taxes** collected by municipalities under the School Act are remitted to the province.

REVENUE ADMINISTRATION BRANCH FIN 6

1061 Fort Street
Victoria V8V 3K5

This branch provides tax administration and accounting services for Revenue Division, and collects current and delinquent taxes under "taxation statutes."

PLANNING AND STATISTICS DIVISION FIN 7

Second Floor, 1405 Douglas Street
Victoria V8V 1X4
Phone 387-0327

This division provides timely and reliable **economic, demographic** and **social statistics** to government and to the general public. It supports planning and policy development by providing forecasting, modelling and other services to its clients.

It helps ministries collect, compile, analyze and distribute this information, and takes steps to avoid duplication in collecting it.

STATISTICS BRANCH FIN 8

Second Floor, 1405 Douglas Street
Victoria V8V 1X4
Phone 387-0327

Vancouver Office
Planning and Statistics Division
B.C. Business Information Centre
601 West Cordova Street
Vancouver V6B 1G1
Phone 660-4179

This branch produces and distributes statistical information on the economic, social and demographic characteristics of the province.

Information is available on: international trade; exports and imports; labour market activity; employment and unemployment; business conditions; formations and failures; population estimates and projections, along with immigration and migration; earnings and income; and industry or sectoral statistics.

This information is available from the Data Dissemination Section by phone (387-0327) or by FAX (387-0329). Printed material is available in the following releases and publications. Please add seven per cent GST if applicable (GST registration number: R107864738).

Releases:

Business Formations and Failures — 12 issues $25
Earnings and Employment Trends — 12 issues $50
Labour Force Survey — 12 issues $30

Immigration Highlights — 4 issues $25
Migration Highlights — 4 issues $25
Consumer Price Index — 12 issues $50
Current Statistics — 24 issues $75
Business Indicators — 4 issues $50
Exports — 12 issues $50
Economic Statistics Report — 12 issues $60
Full Subscription — all releases $225

Publications:

1990 British Columbia Economic and Statistical Review — $15
British Columbia Economic Accounts 1961–1989 — $20
British Columbia Manufacturers' Directory — $15
British Columbia Population Forecast 1990–2016 — $10
British Columbia Regional Index — $30
Profile of Electoral Districts — $50
Regional Population Estimates and Projections — $80

QUANTITATIVE ANALYSIS BRANCH FIN 9

Second Floor, 1405 Douglas Street
Victoria V8V 1X4
Phone 387-1502

This branch develops and maintains a variety of **models** designed to examine **economic** and **financial** issues.

The medium-term econometric model is used to evaluate government policy options and produce five-year British Columbia economic forecasts, while the long-term model has a 20-year forecast horizon. During the provincial budget process, medium-term model results are used by the Economics and Policy Division as an input to the government's official forecast.

Additionally, the branch maintains and operates the British Columbia input-output model and the discounted cashflow model. The input-output model can assess the economic effects of major **investment** projects and **industrial** structure changes. The discounted cashflow model assists in financial evaluations of projects.

The branch also provides expertise in other statistical areas such as survey evaluation and operations research. Branch services are generally provided on a cost-recovery basis.

REGISTRIES AND MINISTRY SUPPORT SERVICES FIN 10

109, 617 Government Street
Victoria V8V 1X4
Phone 387-9292

This division administers statutes governing the registration of corporations, societies, partnerships, and manufactured homes. It also administers the use of personal property as collateral.

This division is responsible for providing financial, administrative, technical, personnel and computer services to the Ministry of Finance and Corporate Relations.

CORPORATE AND PERSONAL PROPERTY REGISTRIES FIN 11

Second Floor, 940 Blanshard Street
Victoria V8W 3E6
Phone 387-7848

The Corporate Registry forms, incorporates and registers **companies, societies, co-operatives** and **partnerships**, and files all documents pertaining to them. *A Guide to Corporate and Business Names*, and *Name Approval Guidelines* are available through this office.

The Personal Property Registry administers all registrations and searches of encumbrances and liens against **personal property**. A *Registration and Search Guide* pursuant to the Personal Property Security Act is available through this office.

The Manufactured Home Registry maintains a complete file on each **manufactured home** registered in British Columbia and monitors their ownership and movement.

FINANCIAL SERVICES AND ADMINISTRATION BRANCH FIN 12

Second Floor, 620 Superior Street
Victoria V8V 1X4
Phone 387-8140

This branch provides financial, administrative and technical services to the ministry. In addition it administers the provincial government's **Suggestion Awards Program** (387-8127), a program which pays government employees for their cost-saving suggestions. For further information, *Suggestion Awards Program* brochures are available through this office.

HUMAN RESOURCE SERVICES BRANCH FIN 13

Second Floor, 620 Superior Street
Victoria V8W 1X4
Phone 387-1781

This branch provides human resource services to the ministry, including organizational planning, classification analysis, recruitment and placement, interpretive and investigative advice on all phases of labour relations, training and development of ministry employees, and benefit and administrative services. An ***Employee Orientation Handbook*** is available (387-1781).

INFORMATION TECHNOLOGY MANAGEMENT BRANCH FIN 14

012, 617 Government Street
Victoria V8V 1X4
Phone 387-8963

This branch provides corporate computer and communications services to all divisions of the ministry as well as internal support to the division. In addition, the branch promotes the effective use of information and technology in the ministry.

PROVINCIAL TREASURY FIN 15

109, 617 Government Street
Victoria V8V 1X4
Phone 387-4541

This division manages the province's major financial assets and liabilities, including trust funds and pension funds. As fiscal agent for provincial Crown corporations, Provincial Treasury makes **investments** and manages their **debt**.

A *Treasury Management* brochure and the *British Columbia Prospectus* are available through this office.

BANKING AND CASH MANAGEMENT BRANCH FIN 16

620 Superior Street
Victoria V8V 1X4
Phone 387-4541

This branch provides banking and cash management services, including **payment** distribution (cheques and electronic funds transfer), **revenue** collection systems, bank service contracts and bank account administration.

DEBT MANAGEMENT BRANCH FIN 17

620 Superior Street
Victoria V8V 1X4
Phone 387-4541

This branch has a wide variety of financial responsibilities. Major programs are long-term **(bonds)** and short-term **(treasury bills)** borrowing programs for government, debt servicing payments to investors, the settlement of all financial transactions for divisions, and providing custodian services and policy direction for government on **performance bonding** (a financial agreement which pledges a specified amount of money as a guarantee to perform) and **unclaimed moneys** (from dormant accounts at credit unions, companies in liquidation, or debt collections).

INVESTMENTS BRANCH FIN 18

620 Superior Street
Victoria V8V 1X4
Phone 387-4541

This branch manages the **investment** portfolio of government in a wide range of securities, including fixed income, commercial real estate and international and Canadian equities. Major clients are trusteed pension plans and Crown corporations.

LOAN ADMINISTRATION BRANCH FIN 19

1312 Blanshard Street
Victoria V8V 1X4
Phone 387-5381

This branch provides loan administration and collection services to other government ministries, including privatized second mortgage accounts and **student loans** (387-5381). The branch also manages residual British Columbia Enterprise Corporation business loans.

This branch administers the **Home Mortgage Assistance Program** (387-1637) which provides up to $12,000 loan guarantees to home buyers. For more information, a *Mortgage Assistance Program (MAP)* brochure is available through this office.

OFFICE OF THE COMPTROLLER GENERAL FIN 20

Second Floor, 617 Government Street
Victoria V8V 4R8

The Office of the Comptroller General is the provincial government's accountant, responsible for reporting and **accounting**, and for financial control systems throughout government. This division prepares financial statements and performs internal **audits** for the government.

ACCOUNTING AND REPORTING BRANCH FIN 21

Second Floor, 617 Government Street
Victoria V8V 4R8
Phone 387-8107

This branch prepares annual government financial statements, including the ***Public Accounts of British Columbia***, the *Interim Financial Statements of the Comptroller General*, and other financial reports required by law.

This branch is the focal point of government-wide revenue and accounts receivable. It controls and maintains the system of central accounts of government, controls the recording of financial data in the system, and issues financial reports to ministries. The branch prepares the annual **Supply Act**.

FINANCIAL DISBURSEMENT OPERATIONS BRANCH FIN 22

Second Floor, 617 Government Street
Victoria V8V 4R8
Phone 387-6641

This branch produces most government payments. A customer service section (387-6636, 387-6637, 387-6638, or 387-6641) answers questions from the public or other ministries about the status of **payments** to **suppliers**. A Vancouver office manages the high-volume **social services payment system**, and provides a customer service function (660-1478).

FINANCIAL MANAGEMENT BRANCH FIN 23

Second Floor, 617 Government Street
Victoria V8V 4R8
Phone 387-4671

This branch develops government financial and management **policies** for the approval of Treasury Board (a committee of Cabinet members), makes recommendations on financial legislation and related regulations, establishes effective control standards and reviews financial systems. It also delivers general **financial management training** for all levels of government personnel.

GOVERNMENT PAYROLL OFFICE FIN 24

Second Floor, 617 Government Street
Victoria V8V 4R8
Phone 387-9203

This office produces the bi-weekly payroll for MLAs, ministers and government employees and provides related salary management and staff data.

INTERNAL AUDIT BRANCH FIN 25

Second Floor, 617 Government Street
Victoria V8V 4R8
Phone 387-8191

This branch is responsible, either directly or indirectly through audits conducted by private sector firms, for the audit of claims made by the province under **federal-provincial** cost-sharing agreements. It conducts investigations and **audits** throughout government, and recommends appointments of external auditors of designated public bodies. It also audits other government ministries and helps them provide adequate controls.

SYSTEMS SUPPORT BRANCH FIN 26

Second Floor, 617 Government Street
Victoria V8V 4R8
Phone 387-8795

This branch provides security, support, development and integration of the government's central **financial data** processing system.

GOVERNMENT PERSONNEL SERVICES DIVISION FIN 27

548 Michigan Street
Victoria V8V 1S3
Phone 356-8371

The Government Personnel Services Division (GPSD) is the central personnel and labour relations arm of the government of British Columbia.

CORPORATE PERSONNEL SERVICES BRANCH FIN 28

548 Michigan Street
Victoria V8V 1S3
Phone 387-6323

This branch develops corporate human resource policies and programs, including staffing, health and safety, classification, compensation and program review.

This branch co-ordinates the publication of *Postings*, a tabloid which lists all **job vacancies** in government (387-0475). Also available are *Standards of Conduct* and *Recruitment in the British Columbia Public Service* brochures (387-0444).

These publications are also available through all other ministry human resource services offices.

LABOUR RELATIONS BRANCH FIN 29

548 Michigan Street
Victoria V8V 1S3
Phone 387-0500

This branch develops the corporate labour relations strategy that ensures the objectives of government are effectively met. The branch also represents the government in all **negotiations**, and administers all **arbitrations** and **collective agreements**.

ECONOMICS AND POLICY DIVISION FIN 30

109, 617 Government Street
Victoria V8V 1X4
Phone 387-9017

The Economics and Policy Division reviews and analyzes the government's economic, fiscal, taxation and revenue policy, and deals with **intergovernmental** matters. It prepares the government's economic forecast and co-ordinates the preparation of the annual provincial budget.

The division develops and reviews policy and legislation respecting the regulation of financial institutions, corporate bodies and commercial activities. It also assesses strategic issues and their impact on **public policy** and government **spending priorities**.

FISCAL AND ECONOMIC ANALYSIS BRANCH FIN 31

100, 617 Government Street
Victoria V8V 1X4
Phone 387-9025

This branch, with Treasury Board Staff, develops the government's annual provincial **budget** and background papers. Throughout the year it monitors the government's budget, evaluates provincial, national and international economic developments, monitors ministries' revenue policies, and prepares provincial government revenue **estimates** and fiscal and economic forecasts.

The branch co-ordinates the publication of public documents on government finances and the economy, which include the *British Columbia Economic and Statistical Review*, the *Budget Speech*, and *Quarterly Financial Reports*.

POLICY AND LEGISLATION BRANCH FIN 32

105, 617 Government Street
Victoria V8V 1X4
Phone 387-1269

This branch researches, analyzes and develops government policy proposals that relate to the financial and corporate sectors of British Columbia. This includes policy involving **financial institutions** (credit unions, trust companies and insurance companies) and related retail activities (insurance agents, brokers, real estate agents, mortgage brokers, deposit brokers, financial planners), corporations such as companies, societies, and co-operative associations, and the use of personal property as collateral for loans.

Discussion papers on new or revised legislation are published periodically, allowing the public and interest groups to respond. Recent discussion papers available through this branch cover proposed changes to the Company Act, Condominium Act, the Real Estate Act, and the Mortgage Brokers Act.

STRATEGIC ANALYSIS AND POLICY BRANCH FIN 33

105, 617 Government Street
Victoria V8V 1X4
Phone 387-9057

This branch assesses the implications of emerging **economic** and **social** trends on government policies and priorities, and develops alternate policy options for achieving government priorities.

TAXATION AND INTERGOVERNMENTAL RELATIONS FIN 34

105, 617 Government Street
Victoria V8V 1X4
Phone 387-9018

This branch develops and reviews policy and revenue options concerning provincial tax measures, including **income tax, commodity taxes**, and **provincial property taxes**. It analyzes federal/provincial and provincial/municipal fiscal and taxation issues, develops related policy options and negotiates with the federal government as required.

TREASURY BOARD STAFF FIN 35

109, 617 Government Street
Victoria V8V 1X4
Phone 387-5801

Treasury Board Staff provides advice to the Minister of Finance and Corporate Relations and Treasury Board (a committee of cabinet members) on all matters concerning the financial situation of the province and the management of resources within government.

Treasury Board Staff co-ordinates the development of the *Estimates* by managing the **budget** preparation process, co-ordinating budget review meetings and ensuring timely and accurate publication of the annual *Estimates* and *Supplement to the Estimates*.

The division also develops and implements a co-ordinated risk management program for government and selected public entities.

ECONOMIC DEVELOPMENT POLICY BRANCH FIN 36

103, 617 Government Street
Victoria V8V 1X4
Phone 387-5801

This branch assists resource development, transportation and regional development ministries in preparing estimates. It monitors their expenditures, and provides advice and recommendations to Treasury Board on policies and resource allocation within these programs and related Crown corporations.

GOVERNMENT ESTIMATES AND ADMINISTRATIVE POLICY BRANCH FIN 37

100, 617 Government Street
Victoria V8V 1X4
Phone 387-5801

This branch assists central ministries, agencies and special offices of government in preparing **estimates**. It monitors their expenditures and provides advice and recommendations to Treasury Board on policies and resource allocation within these programs.

It co-ordinates the publication of the annual *Estimates*, and *Supplement to the Estimates*. Copies are available through this branch.

This branch develops administrative and expenditure management policies and Treasury Board directives. In addition it monitors the financial impact of **public sector compensation**.

RISK MANAGEMENT BRANCH FIN 38

32, 617 Government Street
Victoria V8V 1X4
Phone 387-5801

This branch establishes policies concerning the transfer of risk and security in government contracts. It purchases all **insurance** on behalf of government and provides claims administration facilities for government and public bodies. It provides management and advice for self-insurance initiatives of government, and advice to government on risk and insurance-related problems.

SOCIAL POLICY BRANCH FIN 39

104, 617 Government Street
Victoria V8V 1X4
Phone 387-5801

This branch assists health, social service, justice, education and advanced education ministries in preparing **estimates** and capital plans. It monitors their expenditures and provides advice and recommendations to Treasury Board on policies and resource allocation on social programs.

AGENCIES

BRITISH COLUMBIA SECURITIES COMMISSION FIN 40

1100, 865 Hornby Street
Vancouver V6Z 2H4
Phone 660-4800

The British Columbia Securities Commission, created by the Securities Act in 1987, promotes the growth and development of British Columbia's **securities industry**, protects **investors** from fraud, misconduct or manipulation in the securities market, and ensures investors have timely and reliable information to help them make informed investment decisions.

The commission ensures that the policies and operations of the **Vancouver Stock Exchange** provide an open and efficient public market for listed shares.

Two brochures, *Going Public* and *Insider Reports*, are available through this office.

COMPENSATION FAIRNESS COMMISSION FIN 41

408, 145 Chadwick Court
North Vancouver V7M 3K1
Phone 775-0218

The Compensation Fairness Commission, created on January 29, 1991, is an independent administrative agency which interprets and enforces the policies, guidelines and regulations of the Compensation Fairness Program, established by the Compensation Fairness Act.

This office will monitor all **wage** negotiations in the **public sector**, determine if compensation plans conform with the guidelines, and, if necessary, set the amount by which a settlement exceeds the guidelines. It also will assign a mediator to assist the parties involved.

Under this program, all public sector employers must file their compensation plans for approval by the CFP office. The CFP program applies to all employees in the public sector including Crown corporations, municipalities, health care, education and private societies performing public functions.

FINANCIAL INSTITUTIONS COMMISSION FIN 42

1900, 1050 West Pender Street
Vancouver V6E 3S7
Phone 660-2947

The Financial Institutions Commission (FICOM), established November 1, 1989 under the **Financial Institutions Act,** enhances public confidence in British Columbia's financial services sector as well as its efficiency, stability and growth.

FICOM regulates British Columbia's credit unions, trust companies and insurance companies; registers and regulates international financial business and **captive insurance** companies; regulates **real estate** agents, **insurance** agents, and **mortgage** brokers; and regulates **condominium** offerings. It investigates breaches of Acts it administers or instances where related criminal activity is suspected.

FICOM supervises certain activities of three self-regulatory organizations: the Real Estate Council of British Columbia, the Insurance Council of British Columbia, and Stabilization Central Credit Union of British Columbia.

FICOM administers the **Credit Union Deposit Insurance Fund** which provides a guarantee of up to $100,000 per separate deposit account for funds deposited in British Columbia credit unions.

Publications available through this office include: the *Annual Report of the Superintendent of Insurance*, the *Credit Union Deposit Insurance Corporation Annual Report*, and two information kits: *Establishing an International Financial Business in Vancouver* and *Forming a Captive Insurance Company*.

FICOM administers the following Acts.

Condominium Act (except all matters affecting the powers and duties of the Registrar of Titles)
Credit Union Incorporation Act
Financial Institutions Act
Insurance Act
Insurance (Captive Company) Act
Insurance (Marine) Act
International Financial Business Act
International Financial Business (Tax Refund) Act
Mortgage Brokers Act
Mutual Fire Insurance Companies Act
Real Estate Act

PROVINCIAL CAPITAL COMMISSION FIN 43

613 Pandora Avenue
Victoria V8W 1N8
Phone 386-1356

This corporate entity, established by the Capital Commission Act, enhances the **Capital Improvement District** to the benefit of residents of British Columbia and visitors to the province. The commission protects and enhances the arterial approaches to Greater Victoria, and responds to requests for completing special projects, such as the Crystal Gardens and St. Ann's Academy.

Several of the properties it holds are commercially valuable, and revenues generated from these properties help carry out the Province Capital Commission mandate. The PCC has jurisdiction of over 46 **properties** within the district, an area of 197 square miles or 126,000 acres.

The publication *30 Years of Effort: A History of the Provincial Capital Commission 1956–1986* and the *Provincial Capital Commission Annual Report* are available through this office.

ACTS FIN 44

The Ministry of Finance and Corporate Relations is responsible for the Acts listed below. Occasionally, divisions share administrative and policy function for an Act. For the purpose of this guide, Acts are assigned to the division or commission responsible for their administration.

Deputy Minister
Auditor General Act

Economics and Policy Division
British Columbia Enterprise Corporation Financial Restructuring Act
Budget Stabilization Fund Act
Privatization Benefits Fund Act
Provincial Municipal Partnership (Taxation Measures) Act
Rate Increase Restraint Act
Special Accounts Appropriation and Control Act
Special Appropriations Act
Taxpayer Protection Act
Tourist Accommodation (Assessment Relief) Act

Government Personnel Services Division
Public Service Act
Public Service Labour Relations Act

Office of the Comptroller General
Financial Administration Act
Financial Information Act
Supply Act (Annual)

Planning and Statistics
Statistics Act

Provincial Treasury
Bonding Act
British Columbia Enterprise Corporation Loan Privatization Act
British Columbia Railway Finance Act
Educational Institution Capital Finance Act
Home Mortgage Assistance Program Act
Home Purchase Assistance Act

Home Acquisition Act
Homeowner Interest Assistance Act
Home Conversion and Leasehold Loan Act
Hospital District Finance Act
Housing Construction (Elderly Citizens) Act
Housing and Employment Development Financing Act
Pacific North Coast Native Co-operative Act
Public Service Bonding Act
School District Capital Finance Act

Registries and Ministry Support Services
Company Act (except section 348)
Company Clauses Act
Co-operative Association Act
Creditor Assistance Act
Mobile Home Act
Partnership Act
Personal Property Security Act
Repairers' Lien Act
Society Act
Tugboat Worker Lien Act
Warehouse Lien Act
Warehouse Receipt Act
Woodworker Lien Act

Revenue Division
British Columbia Payment to Canada of Federal Income Tax on Behalf of Natural Gas Producers Act
Corporation Capital Tax Act
Esquimalt and Nanaimo Railway Belt Tax Act
Horse Racing Tax Act
Hotel Room Tax Act
Income Tax Act
Insurance Premium Tax Act
Land Tax Deferment Act
Logging Tax Act
Mining Tax Act
Motor Fuel Tax Act
Property Purchase Tax Act
Social Service Tax Act
Taxation (Rural Area) Act
Tobacco Tax Act

British Columbia Securities Commission
Commodity Contract Act
Securities Act
Securities (Forged Transfer) Act
Vancouver Stock Exchange Act

Compensation Fairness Commission
Compensation Fairness Act

Financial Institutions Commission
Condominium Act (except all matters affecting the powers and duties of the Registrar of Titles)
Credit Union Incorporation Act
Financial Institutions Act
Insurance Act
Insurance (Captive Company) Act
Insurance (Marine) Act
International Financial Business Act
International Financial Business (Tax Refund) Act
Mortgage Brokers Act
Mutual Fire Insurance Companies Act
Real Estate Act

Provincial Capital Commission
Capital Commission Act

MINISTRY OF FORESTS

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**595 Pandora Avenue**
Victoria V8V 1X4	**Victoria V8W 3E7**

The Ministry of Forests has the mandate to manage and protect the province's forest and range resources for the best balance of economic, social and environmental benefits to British Columbians.

The ministry has stewardship of provincial forests, which cover 85 per cent of the province, and is responsible for sustaining a $13-billion forest-industry sector, which employs 250,000 people in direct and indirect jobs. Forests are critical to recreation, tourism and range activities.

About one-quarter of the province is managed as commercial forest, and about one per cent of that is harvested each year.

The ministry has 15 branches headquartered in Victoria. Most of them provide direct service to the public. Several others, which include financial services, human resources, information systems, technical and administrative services, audit services and legal services provide some direct service to the public in their support of the ministry's programs.

A network of six regional, 43 district, and several field offices responds to local needs and carries out ministry programs and policies throughout the province.

MINISTRY HEADQUARTERS FOR 1

595 Pandora Avenue
Victoria V8W 3E7
Phone 387-1285

The Deputy Minister and ministry staff based in Victoria advise the Minister and provincial Cabinet on all matters relating to the development of forest and range policies. The headquarters group also guides and supports the work of the regions and districts throughout the province.

There are three divisions in headquarters: Operations, Forestry, and Management Services.

The following four branches, headed by directors, report directly to the Deputy Minister:

POLICY AND PLANNING BRANCH FOR 2

1450 Government Street
Victoria V8W 3E7
Phone 356-7880

This branch assists and supports the ministry's executive in defining the ministry's strategic direction and priorities. It also helps co-ordinate and formulate appropriate policy and legislative responses to emerging issues and new directions.

The branch prepares position papers and serves as the ministry's co-ordinating contact with the Forest Resources Commission and the **B.C. Round Table on the Environment and the Economy.**

PUBLIC AFFAIRS BRANCH FOR 3

595 Pandora Avenue
Victoria V8W 3E7
Phone 387-5255

This branch co-ordinates the communication of information about the ministry as well as provincial forests and range land. The staff can answer many of the public's questions about programs and services or refer them to specific branches of the ministry for additional information.

The staff also directs the public to numerous ministry-produced reports, pamphlets, fact sheets, posters, videos, and slide shows for more information. A wide selection of books and periodicals is available on an "in-house basis" from the ministry library.

VALUATION BRANCH FOR 4

1450 Government Street
Victoria V8W 3E7
Phone 387-1701

This branch is responsible for ensuring the Crown receives a fair return from the harvesting of timber. It develops methods and procedures for determining **stumpage**, the price paid to the province for **timber** harvested from **Crown lands**. The branch also invoices companies for timber sold and holds responsibility for estimating and measuring the volume of timber harvested from Crown land.

Policy and administration procedures for **exporting** logs and other raw materials are also the responsibility of this branch.

INDUSTRY DEVELOPMENT BRANCH FOR 5

1450 Government Street
Victoria V8W 3E7
Phone 387-8610

This branch analyzes opportunities for maintaining and expanding the **forest products industry**. Staff work to reduce trade barriers and provide advice and guidance to individuals and forest companies considering investing in British Columbia.

The branch is also responsible for providing economic information and analysis of the forest resource and forest products industry.

LIBRARY FOR 6

31 Bastion Square
Victoria V8W 3E7
Phone 387-3628

The library staff are responsible for handling public and ministry inquiries on a broad variety of forestry issues. As one of three forestry libraries in the province, the ministry library maintains books, periodicals, scientific journals and technical information, in addition to assisting with data-base searches and inter-library loan requests. Materials are available for use on an "in-house basis."

MANAGEMENT SERVICES DIVISION FOR 7

595 Pandora Avenue
Victoria V8W 3E7
Phone 387-1300

This division provides support to ministry operations through audit services, financial services, information systems, legal services, technical and administrative services and human resources.

HUMAN RESOURCES BRANCH FOR 8

595 Pandora Avenue
Victoria V8W 3E7
Phone 387-1102

This branch assists ministry offices with a full range of human service programs including the hiring of new personnel for ministry positions. In addition, the branch refers persons interested in **tree planting** to silvicultural contractors around the province.

OPERATIONS DIVISION FOR 9

595 Pandora Avenue
Victoria V8W 3E7
Phone 387-1236

This division oversees the ministry's day-to-day activities through regional and district offices. Staff also ensure the ministry's policies, procedures and programs are promptly and effectively implemented. The Timber Harvesting Branch also comes under the Operations Division.

REGIONS AND DISTRICTS FOR 10

VANCOUVER FOREST REGION

4595 Canada Way
Burnaby V5G 4L9
Phone 660-7500

Campbell River Forest District
370 South Dogwood Street
Campbell River V9W 6Y7
Phone 286-3282

Duncan Forest District
Box 689
7233 Trans-Canada Highway
Duncan V9L 3Y1
Phone 746-5123

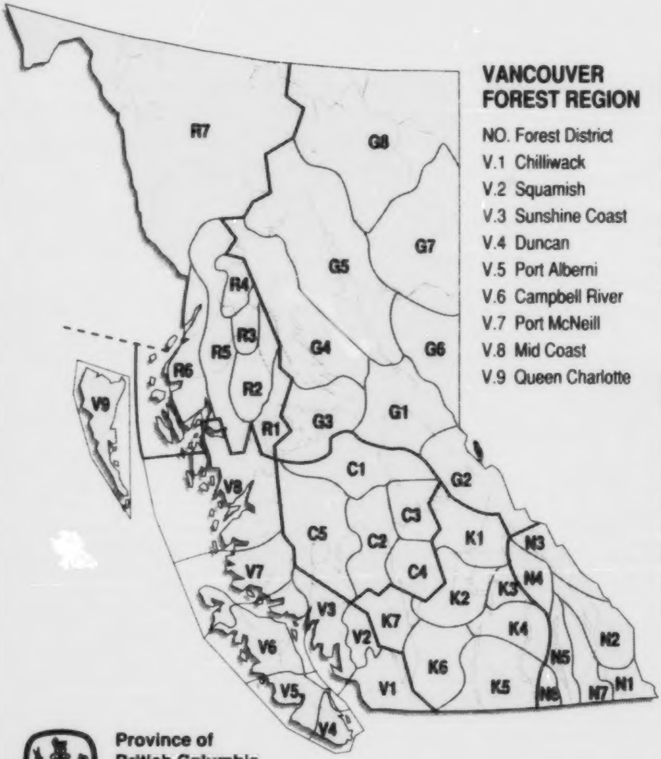
Mid-Coast Forest District
Box 190
Hagensborg V0T 1H0
Phone 982-2621

Maple Ridge Field Office
20450 Dewdney Trunk Road
Maple Ridge V2X 3E3
Phone 465-7161

Pemberton Field Office
Box 1970, 42000 Logger's Lane
Squamish V0N 3G0
Location: 7410 Prospect Street
Pemberton V0N 2L0
Phone 894-6339

Port Alberni Forest District
Sawmill Road
4227 Sixth Avenue
Port Alberni V9Y 4N1
Phone 724-9205

BRITISH COLUMBIA FOREST REGIONS



VANCOUVER FOREST REGION

NO.	Forest District
V.1	Chilliwack
V.2	Squamish
V.3	Sunshine Coast
V.4	Duncan
V.5	Port Alberni
V.6	Campbell River
V.7	Port McNeill
V.8	Mid Coast
V.9	Queen Charlotte

PRINCE RUPERT FOREST REGION

R.1	Lakes
R.2	Morice
R.3	Bulkley
R.4	Kispiox
R.5	Kalum
R.6	North Coast
R.7	Cassiar

KAMLOOPS FOREST REGION

K.1	Clearwater
K.2	Kamloops
K.3	Salmon Arm
K.4	Vernon
K.5	Penticton
K.6	Merritt
K.7	Lillooet

Province of
British Columbia
Ministry of
Forests

PRINCE GEORGE FOREST REGION

G.1	Prince George
G.2	Robson Valley
G.3	Vanderhoof
G.4	Fort St. James
G.5	Mackenzie
G.6	Dawson Creek
G.7	Fort St. John
G.8	Fort Nelson

NELSON FOREST REGION

N.1	Cranbrook
N.2	Invermere
N.3	Golden
N.4	Revelstoke
N.5	Arrow
N.6	Boundary
N.7	Kootenay Lake

CARIBOO FOREST REGION

C.1	Quesnel
C.2	Williams Lake
C.3	Horsefly
C.4	100 Mile House
C.5	Chilcotin

Port McNeill Forest District
Box 7000, 2291 Mine Road Place
Port McNeill V0N 2R0
Phone 956-4416

Sunshine Coast Forest District
7077 Duncan Street
Powell River V8A 1W1
Phone 485-9831

Queen Charlotte Islands
Forest District
Box 39, 120 Second Avenue
Queen Charlotte City V0T 1S0

Chilliwack Forest District
Box 159, 9850 South McGrath Road
Rosedale V0X 1X0
Phone 794-3361

Squamish Forest District
Box 1970, 42000 Logger's Lane
Squamish V0N 3G0
Phone 898-2100

PRINCE RUPERT FOREST REGION
Bag 5000, 3726 Alfred Street
Smithers V0J 2N0
Phone 847-7500

Atlin Field Office
Box 45, McBridge Boulevard
Atlin V0W 1A0
Phone 651-7638

Lakes Forest District
Box 269, 185 Yellowhead Highway
Burns Lake V0J 1E0
Phone 692-7515

Cassiar Forest District
General Delivery, Highway 37
Dease Lake V0C 1L0
Phone 771-4211

Kispiox Forest District
Box 215, West Highway 62
Hazelton V0J 1Y0
Phone 842-6581

Morice Forest District
Bag 2000, 2430 Butler Avenue
Houston V0J 1Z0
Phone 845-6200

North Coast Forest District
125 Market Place
Prince Rupert V8J 1B9
Phone 627-0460

Bulkley Forest District
Provincial Government Building
Bag Service 6000
Second Floor, 3793 Alfred Avenue
Smithers V0J 2N0
Phone 847-7555

Stewart Field Office
Box 918, Sixth and Brightwell
Stewart V0T 1W0
Phone 636-2663

Kalum Forest District
200, 5220 Keith Avenue
Terrace V8G 1L1
Phone 638-3290

PRINCE GEORGE FOREST REGION
1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6100

Chetwynd Field Office
5458 North Access
Chetwynd V0C 1J0
Phone 788-9217

Dawson Creek Forest District
9000 — 17th Street
Dawson Creek V1G 4A4
Phone 784-2350

Fort Nelson Forest District
RR 1, Mile 301, Alaska Highway
Fort Nelson V0C 1R0
Phone 774-3936

Fort St. James Forest District
Box 100, Stones Bay Road
Fort St. James V0J 1P0
Phone 996-7131

Fort St. John Forest District
8808 — 72nd Street
Fort St. John V1J 6M2
Phone 787-5600

Mackenzie Forest District
Box 10, 120 Mackenzie Boulevard
Mackenzie V0J 2C0
Phone 997-3310

Robson Valley Forest District
Box 40, 300 Robson Square
McBride V0J 2E0
Phone 569-2265

Prince George Forest District
2000 South Ospika Boulevard
Prince George V2N 4W5
Phone 565-6295

Vanderhoof Forest District
Box 190, 1522 Highway 16
Vanderhoof V0J 3A0
Phone 567-6363

KAMLOOPS FOREST REGION

515 Columbia Street
Kamloops V2C 2T7
Phone 828-4131

Clearwater Forest District
Box 4501, RR 2
Clearwater V0E 1N0
Phone 587-6466

Kamloops Forest District
1255 Dalhousie Drive
Kamloops V2C 5Z5
Phone 372-5832

Lillooet Forest District
Bag Service 700
Lillooet V0K 1V0
Phone 256-7531

Merritt Forest District
Bag 4400
Merritt V0K 2B0
Phone 378-9311

Penticton Forest District
102 Industrial Place
Penticton V2A 7C8
Phone 492-8721

Princeton Field Office
151 Vermilion Avenue
Princeton V0X 1W0
Phone 295-6988

Salmon Arm Forest District
Bag 100
Salmon Arm V1E 4S4
Phone 832-7153

Vernon Forest District
2501 — 14th Avenue
Vernon V1T 8Z1
Phone 542-0264

NELSON FOREST REGION

518 Lake Street
Nelson V1L 4C6
Phone 354-6200

Arrow Forest District
845 Columbia Avenue
Castlegar V1N 1H3
Phone 365-2131

Cranbrook Forest District
1902 Theatre Road
Cranbrook V1C 4H4
Phone 426-3391

Creston Field Office
Box 340, 238 — 10th Avenue North
Creston V0B 1G0
Phone 428-3213

Golden Forest District
Box 1380, 600 Ninth Street North
Golden V0A 1H0
Phone 344-7500

Boundary Forest District
Box 2650, 136 Sagamore Avenue
Grand Forks V0H 1H0
Phone 442-5411

Invermere Forest District
Box 189, 625 Fourth Street
Invermere V0A 1K0
Phone 342-4200

Kaslo Field Office
Box 370, Government Building
Fourth Street
Kaslo V0G 1M0
Phone 353-2332

Nakusp Field Office
Box 219, 109 Sixth Avenue West
Nakusp V0G 1R0
Phone 265-3685

Kootenay Lake Forest District
RR 1, Ridgewood Road
Nelson V1L 5P4
Phone 825-4415

Revelstoke Forest District
Box 470, 1761 Big Eddy Road
Revelstoke V0E 2S0
Phone 837-7611

Kettle Valley Field Office
RR 2, Highway 3
Rock Creek V0H 1Y0
Phone 446-2212

CARIBOO FOREST REGION
540 Borland Street
Williams Lake V2G 1R8
Phone 398-4345

100 Mile House Forest District
Box 129
300 South Cariboo Highway
100 Mile House V0K 2E0
Phone 395-3812

Chilcotin Forest District
Box 65, Stum Lake Road
Alexis Creek V0L 1A0
Phone 394-4215

Clinton Field Office
Box 340, 1425 Cariboo Highway
Clinton V0K 1K0
Phone 459-2522

Horsefly Forest District
Box 69, Boswell Street
Horsefly V0L 1L0
Phone 620-3417

Likely Field Office
Box 7, Cedar Creek Road
Likely V0L 1N0
Phone 790-2213

Quesnel Forest District
322 Johnston Avenue
Quesnel V2J 3M5
Phone 992-4400

Williams Lake Forest District
925 North Second Avenue
Williams Lake V2G 4P7
Phone 398-4341

TIMBER HARVESTING BRANCH FOR 11

1450 Government Street
Victoria V8W 3E7
Phone 387-5291

This branch develops and monitors provincial policies, procedures and standards related to forest roads and cutting rights to Crown timber.

The branch is divided into five sections: major forest tenures, small business tenures, engineering, property services, and support services.

The tenures under which the timber is sold and administered include: tree farm **licences**, forest licences, timber sale licences, timber licences, pulpwood agreements and woodlot licences.

Persons interested in the program can contact the nearest Forest Service district or regional office, or call the headquarters office at 387-5291.

FORESTRY DIVISION FOR 12

595 Pandora Avenue
Victoria V8W 3E7
Phone 387-1296

This division ensures all Crown forest lands are managed, under integrated resource management principles, to provide the greatest long-term benefits for British Columbians.

The division's Assistant Deputy Minister is also the **chief forester**. The following branches come under this division:

INTEGRATED RESOURCES BRANCH FOR 13

1450 Government Street
Victoria V8W 3E7
Phone 387-6656

Staff in this branch are responsible for developing policy and procedures for resource management planning, and range and recreation management.

Working with various agencies, industries and the public, planning staff support the regions and districts in the integration of forest uses through forest plans. The staff also establish planning requirements for the **forest** and **ranching industries**.

INVENTORY BRANCH FOR 14

1319 Government Street
Victoria V8W 3E7
Phone 387-8891

The ministry's Inventory Branch maintains up-to-date inventories of the province's forests in addition to maintaining current statistics and forest-cover **maps**. Inventory staff collect data on forest growth and decay to estimate and project the volume of natural stands.

RESEARCH BRANCH FOR 15

31 Bastion Square
Victoria V8W 3E7
Phone 387-6721

Researchers in the ministry study ways to improve the management of forest resources and provide research support for ministry decisions. Technicians develop techniques to cost-effectively re-stock forest sites and provide information that will assist in setting the allowable annual cut. In addition, the branch examines the **integrated management** of **resources** and the **impact** of forest management practices on fish/wildlife habitats, climate, soils, hydrology and ecology.

SILVICULTURE BRANCH FOR 16

31 Bastion Square
Victoria V8W 3E7
Phone 387-1191

Branch staff work to provide leadership to forest districts, regions and the forest community on the development and implementation of provincial silviculture standards and techniques.

Basic silviculture includes surveying, site preparation, planting and controlling brush on sites that have been harvested or destroyed by fire or pests.

Incremental silviculture involves spacing, fertilization and pruning of selected forest stands to improve their value and productivity.

The branch also manages provincial **seed** and **nursery** operations for **reforestation.**

PROTECTION BRANCH FOR 17

31 Bastion Square
Victoria V8W 3E7
Phone 387-5965

The work of the ministry's Protection Branch includes the protection of forest and range resources from **fire, insects** and **diseases**.

Ministry staff are mainly responsible for fire-detection and fire-fighting efforts. The private sector supplies contracted specialty crews, materials and heavy equipment for fire fighting.

AGENCIES

From time to time, the Minister of Forests appoints committees to review and make recommendations on specific issues or topics.

FOREST RESOURCES COMMISSION FOR 18

1450 Government Street
Victoria V8W 3E7
Phone 387-6240

The Forest Resources Commission was appointed as an ongoing commission to advise the Minister on policy issues, initiatives and special studies as requested by the Minister. The initial priority tasks assigned to the commission included the examination of the effectiveness of tree-farm licences as a form of tenure, ways to improve public participation in forest planning and management, ways to improve forest-harvest practices, and a review of the full range of forest values. The commission will be studying these issues in detail prior to filing it's report with the Minister.

ACTS FOR 19

The ministry's operations and the administration of provincial forests and range are governed by three Acts.

Ministry of Forests Act
Forest Act
Range Act

MINISTRY OF HEALTH AND MINISTER RESPONSIBLE FOR SENIORS

MINISTER
Parliament Buildings
Victoria V8V 1X4

DEPUTY MINISTER
1515 Blanshard Street
Victoria V8W 3C8

The mission of the Ministry of Health is to maintain and improve the health of British Columbians. The ministry provides management and leadership of the health care system on behalf of the provincial government. Through a broad range of programs, services and public funding, the ministry is responsible for maintaining high quality, accessible, affordable health care for the residents of British Columbia.

MEDICAL ADVISORY COMMITTEE HLTH 1

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-1984

The Medical Services Advisory Committee is composed of a chairman and senior medical consultants, from all branches of the ministry, who advise the Deputy Minister and Minister on medical matters of general interest to the ministry.

EMERGENCY HEALTH SERVICES COMMISSION HLTH 2

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2234

The Emergency Health Services Commission provides **ambulance** service to the province through the British Columbia Ambulance Service (BCAS). The BCAS operates 183 stations in 163 communities and transports about 300,000 patients a year. A **provincial dispatch centre** in Victoria co-ordinates long-distance movement of patients by **road** and **air**. For emergency ambulance services in the Lower Mainland, Greater Victoria, Kamloops and Prince Rupert, call 911. For emergency ambulance services in all other parts of the province, consult the front pages of the local telephone directory. For additional information about the **British Columbia Ambulance Service**, contact the nearest regional office listed below:

British Columbia Ambulance Service
1257 Dalhousie Drive
Kamloops V2C 5Z5
Phone 828-4770

British Columbia Ambulance Service
Fourth Floor, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-6375

British Columbia Ambulance Service
1203, 601 West Broadway
Vancouver V5Z 4C2
Phone 660-6897

British Columbia Ambulance Service
2355 Richmond Avenue
Victoria V8R 4S2
Phone 387-2862

MEDICAL SERVICES COMMISSION HLTH 3

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-1984

The Medical Services Commission provides administration of the Medical Services Plan and payments from the plan. Administration includes registration of subscribers, billing and processing of premiums, **auditing claims** for benefits, and **negotiation of contracts** with practitioners. Medical Services Plan premiums flow directly into General Fund revenue. Expenditures include payments to physicians, dental surgeons, other practitioners and laboratories, on a fee-for-service basis, according to schedules of fees approved by the commission, and on a contract, salaried and sessional basis. The plan is responsible for funding other benefits and expenses as required under negotiated contractual agreements with the British Columbia Medical Association. Recoveries are received for certain data processing services provided to practitioners.

MEDICAL SERVICES PLAN HLTH 4

1515 Blanshard Street
Victoria V8W 3C8

General enquiries 387-8008
Premiums and coverage changes 683-7151 (Vancouver), 386-7171 (Victoria)
New resident coverage 688-8358 (Vancouver), 386-8381 (Victoria)
Medical claims and other enquiries 669-4211 (Vancouver), 387-3166 (Victoria)
Toll-free (outside Vancouver and Victoria) 1-800-663-7100

The Medical Services Plan administers the benefits under the plan by registering subscribers, collecting premiums, registering and processing claims, paying physicians and supplementary health care practitioners (chiropractors, massage therapists, naturopaths, physiotherapists, optometrists, podiatrists) for medically required services.

Other activities include providing **premium assistance** for subscribers; administering **incentive programs** to encourage physicians to provide services in northern and isolated areas; funding **alternate payment mechanisms** for delivering medical practitioner services by other than fee-for-service payments; providing medical consultation expertise and program **monitoring** initiatives to ensure efficient and effective use of health care funding.

PHARMACARE HLTH 5

2659 Douglas Street
Bag Service 3003
Victoria V8W 3L4

Phone 681-9171 (Vancouver); 387-3724 (Victoria); all other locations dial "0" and ask for ZENITH 2179

Pharmacare administers the Pharmacare program and pays Pharmacare benefits. It also verifies and processes **claims**, negotiates and **monitors**

Pharmacy Participation Agreements and **drug utilization monitoring**, and establishes benefits and reimbursement policies under the program. These benefits include insulin, needles and syringes (and blood-glucose testing strips for insulin-dependent people who have a valid certificate of training in the use of the strips) for those with diabetes, certain ostomy supplies, designated permanent prosthetic appliances and children's orthotic devices.

MANAGEMENT OPERATIONS HLTH 6

Fifth Floor, 1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2293

COMMUNICATIONS AND EDUCATION HLTH 7

1515 Blanshard Street
Victoria V8W 3C8
General enquiries 387-2323
Health Information Line 356-1933 (Victoria); toll-free
1-800-665-4347 (outside Victoria)

The Communications and Education Branch is responsible for providing overall communications planning, development, implementation and evaluation for the Ministry of Health. The branch's responsibilities include public communications and **health education planning**, social market research, media relations, public relations, advertising and publication management, including the province-wide quarterly preventative health education magazine *Your Better Health*.

The branch also operates a toll-free **Health Information Line** (1-800-665-4347) for information on cardiac care services, cancer diagnostic and treatment services, organ transplant programs, hospital funding and other health-related initiatives.

OPERATIONAL REVIEW BRANCH HLTH 8

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2352

The Operational Review Branch carries out independent operational reviews to evaluate and report on the economy, efficiency and effectiveness of Ministry of Health operations and management controls. The branch also assists the private sector, wherever possible, in creating employment opportunities through the **manufacture** of **health care products** in British Columbia.

OFFICE OF HEALTH PROMOTION HLTH 9

1515 Blanshard Street
Victoria V8W 3C8
Phone 356-7439

The Office of Health Promotion consults with ministry staff, health professionals and community decision-makers on activities at the individual and community level to improve the health of British Columbians. The office develops legislation, bylaws and policy; formulates and evaluates programs to promote health in communities, workplaces and schools; works with health services to develop population health measures; and assists communities and health professionals to develop their knowledge of **health promotion** through research and skill development.

The office is responsible for such initiatives as the healthy communities and healthy schools programs, tobacco reduction strategies, worksite health programs, developing measurements of population health in communities, and encouraging **health oriented public policies**.

MINISTRY SUPPORT SERVICES DIVISION HLTH 10

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2863

This division provides a wide range of support services to all sectors of the ministry, including health units, mental health centres, government hospitals, and institutions.

The Space Planning and Facilities Management Branch is responsible for managing the ministry's occupancy funds for accommodation of all ministry employees throughout British Columbia.

The Management Services Branch provides general support to program areas to facilitate efficient delivery of health services to the public. Included are forms management, graphic services, vehicle fleet management, ministry-wide library services, risk management, communications, printing, mail, and records and asset management.

The Staff Development and Safety Programs Branch provides timely, appropriate leadership and direction for staff development and occupational health and safety.

FINANCIAL SERVICES DIVISION HLTH 11

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-4755

The Financial Services Division develops, implements and operates the ministry's system of financial administration.

The Financial Policy and Audit Services Branch is responsible for those policies and procedures which satisfy statutory, central agency and ministry requirements for financial administration. In addition, the branch is responsible for performing compliance audit and Electronic Data Processing systems audit functions.

The Accounting Operations Branch is responsible for operating the ministry's central accounting systems, managing and safeguarding public funds and ensuring that efficient systems are in place for complete, accurate and timely processing of all transactions. The branch is responsible for systems related to revenues, expenditures, accounts payable and receivable, payroll, and leave management.

The Financial Analysis, Planning and Budgets Branch plans and co-ordinates the annual budget estimates, analyzes and monitors financial results, and reviews and analyzes submissions to Cabinet and Treasury Board.

POLICY, PLANNING AND LEGISLATION DIVISION HLTH 12

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2253

The Policy, Planning and Legislation Division is responsible for health economic analysis, health manpower planning, corporate planning, **health disaster preparedness planning**, policy analysis, development of recommendations for ministerial, inter-ministerial and inter-governmental consideration, co-ordination of legislation, and research and evaluation in support of ministry programs.

SYSTEMS DIVISION HLTH 13

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2450

The Systems Division provides consulting services, systems analysis, maintenance and operational system support to all ministry programs.

STAFF DEVELOPMENT AND SAFETY PROGRAMS HLTH 14

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-5881

This division provides staff development and occupational health and safety programs for ministry employees. The division co-ordinates a women's program to provide improved career development opportunities for women, develops regional training plans and operates a temporary assignment program to provide on-the-job training for middle managers. The division also liaises with the Workers' Compensation Board on accident prevention and driver training programs.

HUMAN RESOURCES DIVISION HLTH 15

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2475

The Human Resources Division maintains and develops services necessary to manage the ministry's staffing, labour relations, organization and classification services.

DIVISION OF VITAL STATISTICS HLTH 16

818 Fort Street
Victoria V8W 1H8

Phone 387-0041 (Victoria) or toll-free 1-800-742-6283 or 1-800-663-8328.
Hours: 8:30 a.m. to 4:30 p.m.

The Division of Vital Statistics is responsible for determining and registering births, deaths and marriages, as well as issuing certificates related to these events. The division also performs civil marriage ceremonies, issues marriage licences, administers legal changes of name, files and searches for wills notices, performs genealogical tracing, maintains special purpose registries for registering cases of congenital anomalies and various handicapping conditions, and manages the adoption reunion registry which maintains records of adopted children and natural parents wishing to establish contact with each other.

In addition, the division provides statistical and research services for various government programs, universities and special interest research groups, responds to a variety of **public enquiries**, and provides data and information as appropriate.

Vital Statistics services can be obtained at Division of Vital Statistics offices in Victoria, Vancouver and area, Kelowna, Prince George and at **Government Agent** offices throughout the province (see Ministry of Development, Trade and Tourism, DTT 43). In some locations, services are provided by private individuals, while in most locations, death certificates can be provided by funeral homes.

Regional offices:

Burnaby
247, 4259 Canada Way
Burnaby V5G 4P1
Phone 660-5361
Hours: Monday, Wednesday, Friday, 10 a.m. to 3 p.m.

Kelowna
Second Floor, 1460 Pandosy Street
Kelowna V1Y 1P3
Phone 861-7366
Hours: 8:30 a.m. to 4:30 p.m.

North Vancouver
109, 200 East 23rd Street
North Vancouver V7L 4R4
Phone 660-1268
Hours: Monday, Wednesday, Friday, 10 a.m. to 3 p.m.

Port Coquitlam
2266 Wilson Avenue
Port Coquitlam V3C 1Z5
Phone 941-8976
Hours: Monday, Wednesday, Friday, 10 a.m. to 3 p.m.

Prince George
407, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-7105
Hours: 8:30 a.m. to 4:30 p.m.

Richmond
6911 No. 3 Road
Richmond V6Y 2C1
Phone 276-4029
Hours: Monday, Wednesday, Friday, 10 a.m. to 3 p.m.

Vancouver
250, 605 Robson Street
Vancouver V6B 5J3
Phone 660-2937
Toll-free: 1-800-663-8328
Hours: 8:30 a.m. to 4:30 p.m.

CARE SERVICES HLTH 17

Sixth Floor, 1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2287

HOSPITAL CARE DIVISION HLTH 18

1515 Blanshard Street
Victoria V8W 3C8
General enquiries 387-2458

Screening Mammography Program of B.C.
660-3639 (Lower Mainland)
Toll-free 1-800-663-9203 (other communities).

The Hospital Programs Division oversees the operation of acute care, rehabilitation and extended care hospitals in British Columbia. The division operates as a funding agency, leaving responsibility for facility operations with the institutions. The division's mandate is to ensure that the provincial government receives value for the funds expended and that each hospital's output justifies allocated funding. The division **monitors** quality of care, develops long-range capital and program plans, monitors, reviews and adjusts facility funding allocations, and investigates concerns about health care delivery.

The **Screening Mammography Program** of British Columbia provides free breast X-ray examinations for women for the early detection of breast cancer.

FACILITIES PLANNING AND CONSTRUCTION DIVISION HLTH 19

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2800

The Facilities Planning and Construction Division directs and co-ordinates the development and maintenance of hospitals and other health care facilities. The division is responsible for **capital planning** and development of regional plans for health care facilities, as well as the provision of administrative expertise for the **design** and **construction** of acute and extended care facilities, diagnostic and treatment centres, and intermediate care facilities throughout the province.

CONTINUING CARE DIVISION HLTH 20

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2500

The Continuing Care Division provides a range of in-home support, residential care and special support services to assist people whose ability to function independently is affected by long-term, health-related problems. The division assesses client needs and arranges services, either by direct service from division staff, or through a third party such as a homemaker agency or a residential care home.

In-home support services assist clients to remain in their own homes with support from **homemaker** services, meal programs or through the provision of clinical services such as professional **nursing** care, physiotherapy or occupational therapy.

Residential care services provide care and supervision in a protective, supportive environment for clients who can no longer be cared for in their own homes. The range of options includes intermediate care homes, private hospitals, family care homes and group homes.

Special support services provide a variety of specialized assistance to enhance and complement the services clients receive in their own homes or in a residential care setting, such as **adult day care, respite care**, assessment and treatment centres, or through a more intensive combination of services, such as the **quick response program**, which provides a variety of short-term services in the client's home as an alternative to hospitalization.

To take advantage of the many programs listed here, contact the nearest public health unit or department (for list, see HLTH 66).

MANAGEMENT RESOURCES DIVISION HLTH 21

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2905

This division advises and assists Care Services management on program delivery. It helps management to identify and solve information needs. Institutional Funding and Analysis assists management to develop financial systems and procedures. Institutional Administration provides advice on policy development and analysis, administrative systems and procedures.

COMMUNITY AND FAMILY HEALTH HLTH 22

Seventh Floor, 1515 Blanshard Street
Victoria V8W 3C8
Phone 387-4782

COMMUNITY AND FAMILY HEALTH HLTH 23

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-4782

Community and Family Health promotes the health of individuals and communities throughout British Columbia, by **monitoring** the health of the population and by implementing community-based preventive, protective and treatment strategies. To take advantage of any of the many programs listed here, contact the nearest public health unit or department (for list, see HLTH 66).

OFFICE OF THE PROVINCIAL HEALTH OFFICER HLTH 24

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-0401

The Provincial Health Officer has legislative responsibility for the professional supervision of medical health officers with regard to their duties under the

Health Act and Regulations, and the School Act, to protect the health of the public. In addition, the Provincial Health Officer assumes legal authority and duties delegated under the Health Act by the Minister of Health, as required, and oversees recruitment and training of medical health officers and their recommendation to **Union Boards of Health**.

The Provincial Health Officer receives health data which is assembled, analyzed and reported by specialized staff including a consultant epidemiologist. Areas of particular interest are communicable disease control, environmental health, disease prevention, wellness promotion and community care facilities.

EPIDEMIOLOGY SERVICES (Non-Communicable Diseases) HLTH 25

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2707

Epidemiology Services reviews, analyzes and reports on the occurrence and distribution of infectious disease, with emphasis on chronic diseases such as influenza, measles, hepatitis and salmonellosis. Staff assist public health units and departments to detect and evaluate trends of infectious disease, determine conditions which may cause outbreaks, recommend and initiate procedures to reduce the spread of diseases, and develop strategies to prevent further outbreaks. Staff in this unit provide consultation services on **disease prevention** and health promotion, and provide health professionals with information on current health topics and on the incidence of communicable disease.

FAMILY HEALTH DIVISION HLTH 26

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2697

The Family Health Division manages and operates family health programs, including children and youth mental health, public health nursing, **speech and hearing**, nutrition, fitness, community health strategies, dental services, services to people with multiple handicaps, community residential placements for children and adults, respite and other family support, therapy supports for preschool children, services to people with head injuries, funding of rural health programs, and the operation of the toll-free resource line referral service. Contributions are provided to agencies and community service providers to deliver complementary health services. To take advantage of any of the programs listed here, contact the nearest public health unit or department (for list, see HLTH 66).

CHILD AND YOUTH MENTAL HEALTH SERVICES HLTH 27

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-3842

Child and Youth Mental Health Services provides clinical assessments; individual, family and group treatment; and clinical program consultation. The branch co-ordinates **mental health services** in hospitals, community agencies and other ministries, and develops **professional** and **public education** programs. Contracted agencies provide specialized assessment and treatment services, such as suicide intervention, psychiatric outreach, residential consultation and group therapy. To take advantage of any of these programs, contact the nearest public health unit or department (for list, see HLTH 66).

PUBLIC HEALTH NURSING AND COMMUNITY SUPPORTS BRANCH HLTH 28

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2675

The Public Health Nursing and Community Supports Branch provides programs for children, families and adults in homes, schools, public health centres and other community-based locations.

Child Youth Family Health provides assessment, risk identification, counselling and health education for expectant parents, newborns, children, youths and families. The branch also offers specialized services for high-risk populations, such as women with high-risk pregnancies and families with special needs, and prevention initiatives for families at risk of being involved in child abuse, parents with limited parenting skills and multi-problem families.

Adult Health promotes healthy behaviours related to heart health, smoke-free environments and seniors' wellness.

Communicable Disease Control offers immunization of children and adults, as well as screening, treatment and follow-up of communicable diseases.

The branch also offers a **Nursing Respite Program** to assist families to care for at-home children who are medically fragile or dependent upon medical technology, and a **Head Injury Program** for adults who have suffered a traumatic head injury.

A **Vision Services Program** provides early identification of possible vision defects through screening programs, referral and follow-ups for infants, preschool and school-aged children.

It maintains a **resource line** (387-3027 or toll-free 1-800-742-1820) for **individuals with handicaps** and/or their families. To take advantage of any of the programs listed here, contact the nearest public health unit or department (for list, see HLTH 66).

SERVICES TO THE HANDICAPPED BRANCH HLTH 29

101, 3705 Willingdon Avenue
Burnaby V5G 3H3
Phone: General enquiries 660-5362; **resource line** 1-800-742-1820 (toll-free)

The Services to the Handicapped Branch develops and funds community-based programs and services for adults and hospitalized children with multiple disabilities who require extended care. The branch helps to integrate adults and children residing in health care institutions into community settings. It also co-ordinates and funds residential and day support programs. A resource line provides **information on resources and services** available to individuals with disabilities and to their families. To take advantage of any of these programs, contact the nearest public health unit or department (for list, see HLTH 66).

DENTAL HEALTH SERVICES BRANCH HLTH 30

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2688

The Dental Health Services Branch promotes the prevention of oral disease through home-care skills and good nutritional and care habits. Dental Health Services staff assist the **handicapped**, the **elderly**, and **people in institutions** to obtain dental treatment in their community. To take advantage of any of these programs, contact the nearest public health unit or department (for list, see HLTH 66).

NUTRITION BRANCH HLTH 31

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2682

The Nutrition Branch helps provide community-based programs which promote nutritional health. The branch develops early intervention programs on **prenatal, infant and preschool nutrition**. It also develops nutrition resources for service providers in areas of community health, schools, adult basic education, workplaces, recreation and other agencies.

The Nutrition Branch encourages healthy eating through the funding of a **nutrition hotline** (Vancouver, phone 732-9191; outside of Vancouver, phone toll-free 1-800-667-3438), contact with the media, grocery store tours, the identification of healthy menu choices in restaurants, and workplace initiatives. Nutrition and food service consultations are provided to adult care facilities, including workshops to support provincial standards. To take advantage of any of these programs, contact the nearest public health unit or department (for list, see HLTH 66).

WORKPLACE HEALTH BRANCH HLTH 32

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2700

The Workplace Health Branch develops and supports initiatives that promote health in the workplace, through workplace, community, family and school programs. Priority is given to healthy workplaces, healthy aging and active living.

COMMUNITY HEALTH STRATEGIES HLTH 33

1515 Blanshard Street
Victoria V8W 3C8
Phone 356-7232

Community Health Strategies works with Ministry of Health staff, community leaders and agencies to identify local health concerns and develop programs to address them. The branch develops and evaluates programs and strategies to reduce disease, disability and early death.

HEARING SERVICES BRANCH HLTH 34

1520 Blanshard Street
Victoria V8W 3C8
Phone 387-2693

Through public health units, the Hearing Services Branch provides assessment, treatment, parent education and rehabilitation programs for hearing disorders. To take advantage of this program, contact the nearest public health unit or department (for list, see HLTH 66).

FORENSIC PSYCHIATRIC SERVICES COMMISSION HLTH 35

946 Meares Street
Victoria V8V 3J4
Phone 387-1465

The Forensic Psychiatric Services Commission provides court-ordered psychiatric and psychological assessments, diagnosis and treatment; **assists correctional authorities** in handling their cases; and conducts research and education programs on the diagnosis and care of forensic psychiatric patients. The commission oversees a number of psychiatric facilities, juvenile services to the court and the Maples Adolescent Treatment Centre.

FORENSIC FACILITIES

Forensic Psychiatric Institute HLTH 36
70 Colony Farm Road
Port Coquitlam V3C 5X9
Phone 524-7700

The Forensic Psychiatric Institute provides assessment for fitness to stand trial, treatment for those found unfit to stand trial, and custody and treatment of people found not guilty by reason of insanity.

Vancouver Outpatient Clinic HLTH 37
Forensic Psychiatric Adult Outpatient Clinic
300, 307 West Broadway
Vancouver V5Y 1P9
Phone 660-6604

This clinic provides assessments for fitness to stand trial, pre-sentence assessments, treatment for people on bail or probation, sex-offender assessment and treatment, and fitness assessments for local jails.

Victoria Outpatient Clinic HLTH 38
Forensic Psychiatric Adult Outpatient Clinic
946 Meares Street
Victoria V8V 3J4
Phone 387-1465

This clinic provides assessments for fitness to stand trial, pre-sentence assessments, assessment and treatment for people subject to probation and/or parole orders, sex-offender assessment and treatment, and fitness assessments for local jails.

Kamloops Outpatient Clinic HLTH 39
7 West Seymour Street
Kamloops V2C 1E4
Phone 828-4940

Referrals to this clinic are accepted from the northeast region of British Columbia, including 100 Mile House, Vernon, Revelstoke and Cranbrook. The clinic provides assessments for fitness to stand trial, pre-sentence assessments, assessment and treatment of referred persons subject to probation/parole orders, sex-offender treatment and consultation to regional corrections centres.

Juvenile Services to the Court HLTH 40
Inpatient Assessment Unit
3405 Willingdon Avenue
Burnaby V5G 3H4
Phone 660-5877

Some young people, due to the nature of the crime or their mental condition, need to be assessed in a custodial setting. In these instances, the young person is held in a nine-bed, maximum security, inpatient unit in Burnaby. The unit is located in one section of Magnolia Cottage, which is part of the Willingdon Youth Detention Centre. It is, however, functionally separate from the Youth Detention Centre. The facility is both a designated mental health facility under the Mental Health Act and a designated place of temporary custody. The facility is staffed by employees of Forensic Psychiatric Services. Access to this facility is by court remand only.

Burnaby Juvenile Outpatient Clinic HLTH 41
3405 Willingdon Avenue
Burnaby V5G 3H4
Phone 660-5788

This outpatient clinic serves mainly the catchment area of Greater Vancouver. Programs offered include a sex-offender treatment program, violent offender groups, a post-traumatic stress disorder group, and individual counselling or family counselling with a social worker. Staff are on-call for emergencies at Youth Detention Centre and Holly Cottage. **These services are also available at the clinics in Victoria, Kamloops and Prince George.**

Kamloops Juvenile Outpatient Clinic HLTH 42
7 West Seymour Street
Kamloops V2C 1E4
Phone 828-4940

This clinic provides assessments for fitness to stand trial, pre-sentence assessments, treatment for young people on probation and consultation to youth containment centres.

Prince George Outpatient Clinic HLTH 43
1633 Victoria Street
Prince George V2L 2L4
Phone 565-7115

This clinic provides assessments for fitness to stand trial, pre-sentence assessments, treatment for young people on probation and consultation to youth containment centres.

Victoria Outpatient Clinic HLTH 44
946 Meares Street
Victoria V8V 3J4
Phone 387-1465

This clinic, in addition to providing outpatient assessment and treatment, provides psychiatric and psychological assessment, treatment and consultation for the youth containment centres in Victoria.

Maples Adolescent Treatment Centre HLTH 45
3405 Willingdon Avenue
Burnaby V5G 3H4
Phone 660-5800

The Maples Adolescent Treatment Centre is a 61-bed co-educational provincial mental health facility designated under the Mental Health Act. The Maples has a mandate to provide residential treatment to the most "psychiatrically ill" and conduct-disordered adolescents in the province who have reached their 12th birthday and not their 17th birthday. While the Maples is not designated as a place of custody under the Young Offenders Act, it is the primary facility for young people in conflict with the law who are in need of residential treatment. This facility may accept young people under the **Young Offenders Act**, committed by way of a finding of unfitness to stand trial, a finding of not guilty by reason of insanity or a transfer from a place of designated custody pursuant to Section 25 of the Mental Health Act of British Columbia.

Response Unit HLTH 46
3405 Willingdon Avenue
Burnaby V5G 3H4
Phone 660-5800

The Response Unit provides service for conduct-disordered adolescents who are not involved with the Young Offenders Act. Adolescents are admitted as inpatients and assessed by a multi-disciplinary team which develops a care plan within a one-month period. Cottage I and Cottage II have been designated for the Response Unit. Psychiatric, psychological, educational and social assessments are completed with the objective of maintaining the child in the community. The success of the Response Unit has been reflected in the decrease in referrals for admission to the Maples Adolescent Treatment Centre.

Family Court Service HLTH 47
3405 Willingdon Avenue
Burnaby V5G 3H4
Phone 660-5800

The Family Court Service began as a pilot project in February 1989 with services to Burnaby Family Court. They now include services to Burnaby, Coquitlam, Port Coquitlam, Port Moody, Maple Ridge, Haney, Mission and New Westminster. Third party assessments are prepared for families before the court where there have been **allegations of abuse**. The multi-disciplinary team sends reports to the superintendent, family and judge. Referrals can come from social workers, the lawyer for the superintendent, or the lawyer for the family in cases where the child has been apprehended under the Family Services Act.

MENTAL HEALTH SERVICES DIVISION HLTH 48

The Mental Health Services Division provides a range of services for people with serious mental illness through community outpatient centres and inpatient facilities.

MENTAL HEALTH SERVICES HLTH 49

Courtyard Level, 1520 Blanshard Street
Victoria V8W 3C8
Phone 387-2290

Mental Health Services funds the British Columbia Mental Health Society which operates Riverview Hospital, a 1,000-bed medium-to-long-term care **institution** for seriously mentally ill residents. Through Burnaby Psychiatric Services, the division also funds a 25-bed short-term inpatient unit for residents of the Burnaby community. Another approximately 700 **acute psychiatric inpatient beds** are operated by general hospitals throughout the province as part of the overall mental health care system. Through 60 **mental health centres** and sub-offices around the province, the ministry provides assessment, stabilization, longer-term treatment, rehabilitation, case management and monitoring of people with mental illnesses. Staff co-ordinate local mental health services and provide education programs to encourage good mental health in the community.

Mental Health Centres

Abbotsford
207, 2776 Bourquin Crescent West
Abbotsford V2S 6A4
Phone 852-5353

Campbell River
207, 1040 Island Highway
Campbell River V9W 2C6
Phone 286-7588

Castlegar
813 — 10th Street
Castlegar V1N 3H7
Phone 365-8502

Chilliwack
273, 45470 Menholm Road
Chilliwack V2P 1M2
Phone 795-8375

Courtenay
941c England Avenue
Courtenay V9N 2N7
Phone 334-1229

Cranbrook
204, 1212 Second Street North
Cranbrook V1C 4T6
Phone 426-1400

Dawson Creek
205, 1200 — 103rd Avenue
Dawson Creek V1G 2G9
Phone 784-2425

Delta
202, 11245 — 84th Avenue
Delta V4C 2L9
Phone 591-2302

Duncan
Box 707, 3088 Gibbins Road
Duncan V9L 1E8
Phone 746-1277

Fort Nelson
Bag 1000
Fort Nelson V0C 1R0
Phone 774-2705

Fort St. John
350, 9900 — 100th Avenue
Fort St. John V1J 5S7
Phone 787-3380

Golden
Box 212, 517 Ninth Avenue North
Golden V0A 1H0
Phone 344-7560

Grand Forks
Box 34, 188 — 75th Avenue
Grand Forks V0H 1H0
Phone 442-5455

Kamloops
519 Columbia Street
Kamloops V2C 2T8
Phone 828-4438

Kelowna
390 Queensway Avenue
Kelowna V1Y 6S7
Phone 861-1960

Kitimat
889 Lahakas Boulevard North
Kitimat V8C 2H3
Phone 639-9171

Langley
22033 Fraser Highway
Langley V3A 4H3
Phone 530-2341

Maple Ridge
11940 Haney Place
Maple Ridge V2X 6G1
Phone 467-4147

Merritt
Bag 440, 2, 2025 Granite Avenue
Merritt V0K 2B0
Phone 378-9373

Mission
33070 Fifth Avenue
Mission V2V 1V5
Phone 462-8150

Nanaimo
1665 Grant Avenue
Nanaimo V9S 5K7
Phone 755-2280

Nelson
816 Vernon Street
Nelson V1L 4G4
Phone 354-6322

New Westminster
403 Sixth Street
New Westminster V3L 3B1
Phone 660-8626

Osoyoos
Box 764, 8302 — 70th Avenue
Osoyoos V0H 1V0
Phone 495-6543

Parksville
Box 2230, 2, 196 Morrison Street
Parksville V0R 2S0
Phone 248-4274

Penticton
1, 996 Main Street
Penticton V2A 5E4
Phone 492-1344

Port Alberni
4711 Elizabeth Street
Port Alberni V9Y 6M1
Phone 724-9266

Port Coquitlam
1, 2232 Elgin Avenue
Port Coquitlam V3C 2B2
Phone 941-3471

Port Hardy
Box 171, 7070 Shorncliffe Avenue
Port Hardy V0N 2P0
Phone 949-8132

Powell River
5861 Arbutus Street
Powell River V8A 4R9
Phone 483-3751

Prince George
Regional Mental Health Office
619, 280 Victoria Street
Prince George V2L 4X3
Phone 565-6642

Prince George
Mental Health Centre
1444 Edmonton Street
Prince George V2M 6W5
Phone 565-7300

Prince Rupert
400, 309 Second Avenue West
Prince Rupert V8J 3T1
Phone 627-0510

Quesnel
627 Walkem Street
Quesnel V2J 2J6
Phone 992-4288

Revelstoke
Box 8507, Site 16, SS 1
304, 207 Mackenzie Avenue
Revelstoke V0E 2S0
Phone 837-7679

Salmon Arm
Bag 100
Salmon Arm V1E 4S4
Phone 832-1622

Sechelt
Box 949, Inlet Avenue
Sechelt V0N 3A0
Phone 885-5164

Smithers
Bag 5000, 3833 Second Avenue
Smithers V0J 2N0
Phone 847-7205

Sparwood
Box 109, 603 Pine Avenue
Sparwood V0B 2G0
Phone 425-2761

Squamish
Box 2199, 38095 Second Avenue
Squamish V0N 3G0
Phone 892-9215

Surrey
14275 — 56th Avenue
Surrey V3W 1J1
Phone 594-7521

Terrace
202, 3412 Kalum Street
Terrace V8G 4T2
Phone 638-3325

Trail
1325 McQuarrie Street
Trail V1R 7X2
Phone 364-0535

Ucluelet
Box 277, 1714 Peninsula Road
Ucluelet V0R 3A0
Phone 726-7709

Vanderhoof
RR 2, 3299 Hospital Road
Vanderhoof V0J 3A0
Phone 567-6424

Vernon
1440 — 14th Avenue
Vernon V1B 2T1
Phone 549-5585

Whalley
10677 King George Highway
Whalley V3T 2X6
Phone 660-8936

Williams Lake
302, 197 Second Avenue North
Williams Lake V2G 1Z7
Phone 398-4465

ADULT AND ACUTE CARE SERVICES BRANCH HLTH 50

Courtyard Level, 1520 Blanshard Street
Victoria V8W 3C8
Phone 387-3804

The Adult and Acute Care Services Branch provides a range of community residential and rehabilitation services for people with mental illness. These services are accessed through local mental health centres.

The **Community Residential Program** provides a wide variety of supported community living facilities for people with mental illness. Facilities range from semi-independent, apartment-style residences to specialized long-term care facilities.

Community Rehabilitation Services funds a wide variety of day rehabilitation programs through community agencies. Services range from vocational and therapeutic volunteer programs to instruction in basic life and social skills. The programs assist people hospitalized with mental illness to return to the community. To take advantage of any of these programs, contact the nearest public health unit or department (for list, see HLTH 66).

SERVICES TO THE ELDERLY BRANCH HLTH 51

Courtyard Level, 1520 Blanshard Street
Victoria V8W 3C8
Phone 387-2359

Services for elderly people with **mental health problems** are provided through some mental health centres. The province is also developing teams of specialists in some communities, such as Victoria and Penticton. Additional mental health services for the elderly are available through some hospital-based units. The geriatric division of Riverview Hospital provides specialized services for inpatients.

PLANNING AND ADMINISTRATION SERVICES BRANCH HLTH 52

Courtyard Level, 1520 Blanshard Street
Victoria V8W 3C8
Phone 387-2343

Planning and Administration Services provides a range of corporate services within the Mental Health Services Division, including budgeting, financial monitoring, contract management and payment, systems development, human resource development and strategic planning.

SPEECH AND LANGUAGE SERVICES AND INTERVENTION PROGRAMS BRANCH HLTH 53

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2655

Through health units and child development centres, this branch provides assessment, therapy and developmental programs for children 0-6 years of age who may be at risk or have handicaps. A travelling outreach team serves **northern communities** lacking community services. The general grants program funds agencies providing speech and/or language services. The rural health program funds community health services in rural or remote areas. To take advantage of any of these programs, contact the nearest public health unit or department (for list, see HLTH 66).

ENVIRONMENTAL HEALTH PROTECTION DIVISION HLTH 54

PUBLIC HEALTH PROTECTION BRANCH HLTH 55

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2871

Public health inspectors are responsible for identifying unhealthy environmental conditions or community practices. Inspectors, operating from public health unit offices, **inspect** all **public places** (particularly restaurants, public swimming pools and sewage disposal systems), to prevent the spread of disease and correct health hazards through instruction and enforcement. Inspectors investigate environment-related communicable diseases to determine their cause and prevent future occurrences. They also respond to disasters and **emergencies** affecting public health. These services are normally operated through the local public health unit or department (for list, see HLTH 66).

COMMUNITY CARE FACILITIES BRANCH HLTH 56

1515 Blanshard Street
Victoria V8W 3C8
Phone 387-2667

The Community Care Facilities Branch is responsible for **licensing** and setting standards regarding the health, safety and care of children and adults in licensed facilities. Inspections and investigations are conducted to ensure that health and safety standards are maintained, care standards assessed and reports of abuse or hazardous situations investigated and, when necessary, acted upon. The branch advises licensees and others on the development and operation of facilities, and assists provincial/municipal authorities in developing policies to promote quality **child and adult care**. These programs are normally operated from the offices of the local public health unit or department (for list, see HLTH 66).

B.C. CENTRE FOR DISEASE CONTROL HLTH 57

The B.C. Centre for Disease Control provides epidemiology services, communicable disease laboratory testing, sexually-transmitted disease control, tuberculosis control, government employee health services, medical supply services, radiation protection services and a central pharmacy. The following is a summary of the centre's services.

EPIDEMIOLOGY SERVICES HLTH 58

B.C. Centre for Disease Control
828 West 10th Avenue
Vancouver V5Z 1L8
Phone 660-6061

Epidemiology Services monitors and investigates the occurrence of **infectious diseases**, such as influenza, measles, hepatitis and salmonellosis, that may threaten public health. Staff assist public health departments and units to detect and evaluate trends, determine conditions which may cause outbreaks, recommend and initiate procedures to reduce the spread of diseases, and develop strategies to prevent further outbreaks.

GOVERNMENT EMPLOYEE HEALTH SERVICES BRANCH HLTH 59

B.C. Centre for Disease Control
828 West 10th Avenue
Vancouver V5Z 1L8
Phone 660-6135

This branch provides health services for employees of the provincial government, B.C. Ferry Corporation, B.C. Buildings Corporation and the Emergency Health Services Commission. The branch ensures that employees are able to perform their assigned tasks safely and assists in the assessment, rehabilitation and monitoring of ailing or injured employees.

KIDNEY DIALYSIS SERVICE/MEDICAL SUPPLIES HLTH 60

B.C. Centre for Disease Control
1159 West Broadway
Vancouver V6H 1G1
Phone 660-1745

The Kidney Dialysis Service supports the needs of patients receiving dialysis in their home or community. Home medical and nutrition programs are supplied with prescribed solutions, equipment and medical supplies.

RADIATION PROTECTION SERVICES BRANCH HLTH 61

B.C. Centre for Disease Control
200, 307 West Broadway
Vancouver V5Y 1P9
Phone 660-6633

The Radiation Protection Services Branch monitors radiation hazards by conducting inspections of medical, industrial and research **X-ray** devices, as well as **lasers, ultraviolet, microwave** and **radio frequency** systems. The branch's lab staff perform analyses for the assessment of man-made and natural radiation hazards in the environment.

PROVINCIAL LABORATORY BRANCH HLTH 62

B.C. Centre for Disease Control
828 West 10th Avenue
Vancouver V5Z 1L8
Phone 660-6030

The Provincial Laboratory Branch provides reference, referral and consultative services to investigate, diagnose, treat and control **communicable diseases**, and to respond to environmental problems. The branch's services are available to registered physicians, hospitals, public health units and departments, and health-related agencies of government.

SEXUALLY TRANSMITTED DISEASES CONTROL BRANCH AND CLINIC HLTH 63

B.C. Centre for Disease Control
828 West 10th Avenue
Vancouver V5Z 1L8

General enquiries 660-6161
Sexually transmitted disease (STD) information 660-6161 or 1-800-972-0237 (toll free)
Venereal disease information 872-1238
AIDS information 872-6652 or 1-800-972-2437 (toll free)

This branch focuses on controlling the spread of sexually-transmitted diseases by providing training, updates and consultation to public health services; co-ordinating treatment through physicians, clinics, public health departments and units; operating a central clinic in Vancouver for treatment, reference and referral, a street-based program for AIDS and STD education, prevention and management.

TUBERCULOSIS CONTROL BRANCH AND WILLOW CHEST CLINIC HLTH 64

B.C. Centre for Disease Control
828 West 10th Avenue
Vancouver V5Z 1L8

General enquiries 660-6101
Willow Chest Clinic 660-6114
Travelling Clinic 660-6129
New Westminster Chest Clinic 660-8826

The Tuberculosis Control Branch and Willow Chest Clinic directs tuberculosis prevention and treatment in British Columbia. In addition to outpatient care, the branch offers consultative services to private physicians, agencies and the public. The branch also advises public health departments and units regarding contact tracing of active cases, supervision of cases under treatment, preventive measures, screening and surveillance.

PHARMACY SERVICES HLTH 65

B.C. Centre for Disease Control
828 West 10th Avenue
Vancouver V5Z 1L8
Phone 660-6000

Pharmacy Services serves all B.C. Centre for Disease Control patients, such as those utilizing **tuberculosis** control and **kidney dialysis** services, who need medication on a regular basis.

DISTRICT OFFICES HLTH 66

BOUNDARY HEALTH UNIT

Delta

Continuing Care Division
Second Floor, 11245 — 84th Avenue
Delta V4C 2L9
Phone 591-6589

Public Health Unit
4470 Clarence Taylor Crescent
Delta V4K 3C9
Phone 946-1221

Public Health Unit
North Delta Centre
11245 — 84th Avenue
Delta V4C 2L9
Phone 591-7861

Surrey

Public Health Unit
13674 Grovesnor Road
North Surrey V3R 5E2
Phone 581-6141

Public Health Unit
14265 — 56th Avenue
Surrey V3W 1J1
Phone 594-0441

Public Health Unit
17536 — 58th Avenue
Surrey V3S 1L2
Phone 574-4166

White Rock

Home Nursing Care and Long Term Care
3, 15455 Vine Avenue
White Rock V4B 2T3
Phone 538-6343

White Rock Centre
1185 Centre Street
White Rock V4B 4C8
Phone 531-5508

BURNABY HEALTH DEPARTMENT

6161 Deer Lake Avenue
Burnaby V5G 4A3
Phone 294-7260

CAPITAL REGIONAL DISTRICT

Ganges Health Unit
RR 3, Crofton Road, Compartment 21
Ganges V0S 1E0
Phone 537-5541

Langford

Public Health Inspection
2778A Millstream Road
Langford V9B 3S6
Phone 478-0523

Public Health Unit
2782 Millstream Road
Langford V9B 3S6
Phone 478-1757

Saanich Health Unit
3995 Quadra Street
Saanich V8X 1J8
Phone 479-7161

Sidney Health Unit
2440 Sidney Avenue
Sidney V8L 1Y7
Phone 656-1188

Sooke Health Unit
Box 224, 6693 Sooke Road
Sooke V0S 1N0
Phone 642-5208

Victoria

Community Health Services
Box 1000, 524 Yates Street
Victoria V8W 2S6
Phone 388-4421

Community Health Services
1947 Cook Street
Victoria V8T 3P8
Phone 388-2230

Community Health Services
2167 Oak Bay Avenue
Victoria V8R 1G2
Phone 595-6311

Public Health Inspection
2, 2631 Quadra Street
Victoria V8T 4E2
Phone 388-9019

Victoria and Island Chest Clinic
1902 Fort Street
Victoria V8R 1J5
Phone 387-6295

CARIBOO HEALTH UNIT

Bella Coola Health Unit
Box 367
Bella Coola V0T 1C0
Phone 799-5435

100 Mile House Health Unit
Box 458, 385 Dogwood Crescent
100 Mile House V0K 2E0
Phone 395-5533

Quesnel Health Unit
511 Reid Street
Quesnel V2J 2M8
Phone 992-4366

Williams Lake Health Unit
Third Floor, 540 Borland Street
Williams Lake V2G 1R8
Phone 398-4600

CENTRAL FRASER VALLEY HEALTH UNIT

Langley Health Unit
22033 Fraser Highway
Langley V3A 4H3
Phone 534-9221

Maple Ridge Health Unit
11940 Haney Avenue
Maple Ridge V2X 6G1
Phone 463-4184

Mission Health Unit
33313 Third Avenue
Mission V2V 1P1
Phone 826-7166

CENTRAL KOOTENAY HEALTH UNIT

Castlegar Health Unit
813 — 10th Street
Castlegar V1N 2H7
Phone 365-8525

Fruitvale Health Unit
Box 10, 90 Beaver Street
Fruitvale V0G 1L0
Phone 367-7524

Grand Forks Health Unit
Box 25, 7343 Fourth Street
Grand Forks V0H 1G0
Phone 442-5470

Greenwood Health Unit
Box 167, 138 Government Street
Greenwood V0H 1J0
Phone 445-6424

Kaslo Health Unit
Box 309
Kaslo V1Y 8B8
Phone 353-2296

Nakusp Health Unit
Box 315, Broadway Street
Nakusp V0G 1R0
Phone 265-3608

Nelson Health Unit
503 Front Street
Nelson V1L 4B4
Phone 354-6322

Rossland Health Unit
Box 254, 1807 Columbia Street
Rossland V0G 1Y0
Phone 362-5422

Salmo Health Unit
Box 459, Davis Avenue
Salmo V0G 1Z0
Phone 357-9511

Trail Health Unit
1325 McQuarrie Street
Trail V1R 2X2
Phone 364-0511

CENTRAL VANCOUVER ISLAND HEALTH UNIT

Duncan Health Unit
675 Canada Avenue
Duncan V9L 1T9
Phone 746-1350

Ladysmith Health Unit
Box 670, 224 High Street
Ladysmith V0R 2E0
Phone 245-7119

Lake Cowichan Health Unit
Box 284, 58 Cowichan Avenue
Lake Cowichan V0R 2G0
Phone 749-6878

Nanaimo Health Unit
1665 Grant Avenue
Nanaimo V9S 5K7
Phone 755-6200

Parksville Health Unit
Box 1210, 245 West Hirst Street
Parksville V9P 2H2
Phone 248-2044

Port Alberni Health Unit
4711 Elizabeth Street
Port Alberni V9Y 6M1
Phone 724-1281

Ucluelet Health Unit
Box 216, Lyche Building
Ucluelet V0R 3A0
Phone 726-4242

COAST GARIBALDI HEALTH UNIT

Gibsons Health Unit
Box 78, 494 South Fletcher Road
Gibsons V0N 1V0
Phone 886-8131

Madeira Park Health Unit
Box 308, Francis Peninsula Road
Madeira Park V0N 2H0
Phone 883-2764

Pemberton Health Unit
Box 8
Pemberton V0N 2L0
Phone 894-6414

Powell River Health Unit
4313B Alberta Avenue
Powell River V8A 5G7
Phone 485-2874

Sechelt Health Unit
Box 1040, 5571 Inlet Avenue
Sechelt
Phone 885-5164

Squamish Health Unit
Box 130, 38075 Second Avenue
Squamish V0N 3G0
Phone 892-3585

Whistler Health Unit
Box 8
Pemberton V0N 2L0
Phone 932-3202

EAST KOOTENAY PUBLIC HEALTH UNITS

Cranbrook Health Unit
1212 Second Street North
Cranbrook V1C 4T6
Phone 426-1300

Creston Health Unit
Box 1370, 1621 Canyon Street
Creston V0B 1G0
Phone 428-3232

Elkford Health Unit
Box 730, 212 Alpine Way
Elkford V0B 1H0
Phone 865-4666

Fernie Health Unit
Bag 1000, 302 Third Avenue
Fernie V0B 1M0
Phone 423-6855

Golden Health Unit
Box 369, 907 Ninth Avenue
Golden V0A 1H0
Phone 344-7555

Invermere Health Unit
Box 157
Invermere V0A 1K0
Phone 342-4280

Kimberley Health Unit
1565 Victoria Avenue
Kimberley V1A 3A2
Phone 427-2291

Sparwood Health Unit
Box 137, 603 Pine Avenue
Sparwood V0B 2G0
Phone 425-6430

HEALTH/HUMAN RESOURCES CENTRES

Box 219
Granisle V0J 1W0
Phone 697-2251

Box 419
Queen Charlotte City V0T 1S0
Phone 559-4460

NEW WESTMINSTER HEALTH DEPARTMENT

Public Health Unit
537 Carnarvon Street
New Westminster V3L 1C2
Phone 525-3661

NORTH OKANAGAN HEALTH UNIT

Armstrong Health Unit
Box 364, Railway Avenue
Armstrong V0E 1B0
Phone 546-3091

Enderby Health Unit
Box 610, 506 Cliff Avenue
Enderby V0E 1V0
Phone 838-7350

Lumby Health Unit
Box 520, 2135 Norris Avenue
Lumby V0E 2G0
Phone 547-2164

Revelstoke Health Unit
Box 269, 110 Mackenzie Avenue
Revelstoke V0E 2S0
Phone 837-7677

Salmon Arm Health Unit
Bag 100, 851 — 16th Street North
Salmon Arm V1E 4S4
Phone 832-1676

Sicamous Health Unit
Box 710
Sicamous V0E 2V0
Phone 836-4835

Vernon Health Unit
1440 — 14th Avenue
Vernon V1B 2T1
Phone 549-5714

NORTH SHORE HEALTH DEPARTMENT

253 East 14th Street
North Vancouver V7L 2N5
Phone 988-5231

NORTHERN INTERIOR HEALTH UNIT

Atlin
Contact local Red Cross

Burns Lake Health Unit
Box 301, 744 Centre Street
Burns Lake V0J 1E0
Phone 692-3171

Fort St. James Health Unit
Box 1257, Stuart Drive
Fort St. James V0J 1R0
Phone 996-7178 or 996-7179

Fraser Lake Health Unit
Box 369, Chowsunket Road
Fraser Lake V0J 3Z5
Phone 699-8960

Granisle Health Unit
Box 219
Granisle V0J 1W0
Phone 697-2251

Kyuquot
Contact local Red Cross

Mackenzie Health Unit
Bag 5000, 88 Centennial Road
Mackenzie V0J 2C0
Phone 997-6011

McBride Health Unit
Box 97, Dominion Street
McBride V0J 2E0
Phone 569-2212

Prince George Health Unit
Prince George V2M 6W5
Phone 565-7311

Valemount Health Unit
Box 1, Fifth Avenue
Valemount V0B 2Z0
Phone 566-9144

Vanderhoof Health Unit
3299 Hospital Road, RR 2
Vanderhoof V0J 3A0
Phone 567-6430

PEACE RIVER HEALTH UNIT

Chetwynd Health Unit
Bag 105
Chetwynd V0C 1J0
Phone 788-9219

Dawson Creek
Continuing Care Office
102, 1508 — 102nd Avenue
Dawson Creek V1G 2E2
Phone 784-2422

Public Health Unit
10110 — 13th Street
Dawson Creek V1G 3W2
Phone 784-2400

Fort Nelson Health Unit
Bag 1000
Fort Nelson V0C 1R0
Phone 774-6948

Fort St. John Health Unit
9325 — 100th Street
Fort St. John V1J 4N4
Phone 787-3355

Hudson Hope Health Unit
Box 160
Hudson Hope V0C 1V0
Phone 783-5221

Tumbler Ridge Health Unit
Box 1090
Tumbler Ridge V0C 2W0
Phone 242-4262

RICHMOND HEALTH DEPARTMENT

300, 8120 Granville Avenue
Richmond V6Y 1P3
Phone 278-3361

6911 No. 3 Road
Richmond V6Y 2C1
Phone 276-4050

SIMON FRASER HEALTH UNIT

Coquitlam Health Unit
644 Poirier Street
Coquitlam V3J 6B1
Phone 939-9261

New Westminster
Home Nursing Care
537 Carnarvon Street
New Westminster V3L 1C2
Phone 525-3661

Speech and Hearing Services
80A Sixth Street
New Westminster V3L 5B3
Phone 660-8819

Port Coquitlam Health Unit
2266 Wilson Avenue
Port Coquitlam V3C 1Z5
Phone 941-3451

Port Moody Health Unit
390, 221 Ioco Road
Port Moody V3H 4H2
Phone 461-2705

SKEENA HEALTH UNIT

Cassiar Health Unit
Box 158
Cassiar V0C 1E0
Phone 778-7752

Hazelton Health Unit
Box 321, Government Street
Hazelton V0J 1Y0
Phone 842-5275

Houston Health Unit
Bag 2000
Houston V0J 1Z0
Phone 845-3443

Kitimat Health Unit
City Centre
889 Lahakas Boulevard
Kitimat V8C 2H3
Phone 632-3181

Masset Health Unit
Box 215
Masset V0T 1M0
Phone 626-3369

Prince Rupert Health Unit
333 Fifth Street
Prince Rupert V8J 3L6
Phone 627-0480

Smithers

Continuing Care Division and
Speech
Bag 5000, 3782 Alfred Avenue
Smithers V0J 2N0
Phone 847-7410

Public Health Unit
1411 Court Street
Smithers V0J 2N0
Phone 847-7360

Stewart Health Unit
Box 692
Stewart V0T 1W0
Phone 636-2525

Terrace Health Unit
3412 Kalum Street
Terrace V8G 4T2
Phone 638-3310

SOUTH CENTRAL HEALTH UNIT

Ashcroft Health Unit
Box 107
Ashcroft V0K 1A0
Phone 453-9108

Barriere Health Unit
Box 659
Barriere V0E 10E
Phone 672-5515

Chase Health Unit
825 Thompson Avenue
Chase V0E 1M0
Phone 679-3737

Clearwater Health Unit
RR 2, Box 2571
Brookfield Plaza
Clearwater V0E 1N0
Phone 674-3141

Kamloops Health Unit
519 Columbia Street
Kamloops V2C 2T8
Phone 828-4411

Lillooet Health Unit
Box 142
Lillooet V0K 1V0
Phone 256-7221

Logan Lake Health Unit
Box 547
Logan Lake V0K 1W0
Phone 523-9724

Merritt Health Unit
Bag 4400, 2089 Garcia Street
Merritt V0K 2B0
Phone 378-9380

North Kamloops Health Unit
905 Southill
Kamloops V2B 7Z9
Phone 376-5791

SOUTH OKANAGAN HEALTH UNIT

Kelowna

Dental Services
1340 Ellis Street
Kelowna V1Y 1Z8
Phone 868-7836

Continuing Care
1340 Ellis Street
Kelowna V1Y 1Z8
Phone 868-7707

Kelowna Health Unit
1340 Ellis Street
Kelowna V1Y 1Z8
Phone 868-7700

Speech and Hearing Services
1340 Ellis Street
Kelowna V1Y 1Z8
Phone 868-7758

Keremeos Health Unit
Box A61
Keremeos V0H 1N0
Phone 499-2412

Oliver Health Unit
Bag 5000
Oliver V0H 1T0
Phone 498-4966

Osoyoos Health Unit
Box 552, 8701 — 76th Avenue
Osoyoos V0H 1V0
Phone 495-6433

Penticton Health Unit
300 Eckhardt Avenue East
Penticton V2A 1Z2
Phone 492-6116

Princeton Health Unit
Box 220, 47 Harold Street
Princeton V0X 1W0
Phone 295-3133

Rutland Health Unit
Home Nursing Care, Dental and Nutrition Services
155 Gray Road
Rutland V1Y 1W6
Phone 861-7710

Summerland Health Unit
Box 340, 12817 Kelly Avenue
Summerland V0H 1Z0
Phone 494-0454

Westbank Health Unit
Box 829
Westbank V0H 2A0
Phone 768-7646

UPPER FRASER VALLEY HEALTH UNIT

Abbotsford

Continuing Care Division
33700 Essendene Avenue
Abbotsford V2S 2G6
Phone 852-5288

Public Health Unit
2391 Crescent Way
Abbotsford V2S 3M1
Phone 852-5299

Agassiz Health Unit
Box 104
Cheam Avenue
Agassiz V0M 1A0
Phone 796-2191

Chilliwack Health Unit
45470 Menholm Road
Chilliwack V2P 1M2
Phone 795-8200

Hope Health Unit
Box 176
Hope V0X 1L0
Phone 869-5661

UPPER ISLAND HEALTH UNIT

Alert Bay Health Unit
Box 4, Front Street
Alert Bay V0N 1A0
Phone 974-5522

Campbell River Health Unit
110 Birch Street
Campbell River V9W 2S2
Phone 286-7615

Speech and Hearing Services
1729 Comox Avenue
Comox V9N 3Z8
Phone 334-1250

Courtenay Health Unit
480 Cumberland Road
Courtenay V9N 2C4
Phone 334-1140

Gold River Health Unit
Box 158, Trumpeter Drive
Gold River V0P 1G0
Phone 283-2462

Hornby Island Health Unit
General Delivery
Hornby Island V0R 1Z0
Phone 335-2547

Port Alice Health Unit
1051c Marine Drive
Port Alice V0N 2N0
Phone 284-6221

Port Hardy Health Unit
Bag 11000, 7070 Market Street
Port Hardy VON 2PO
Phone 949-6421

Port McNeill Health Unit
Box 1102, 1775 Grenville Place
Port McNeill VON 2RO
Phone 956-4711

Tahsis Health Unit
Box 256, Maquinna Street
Tahsis VOP 1XO
Phone 934-6561

VANCOUVER HEALTH DEPARTMENT

Second Floor, 1770 West Seventh Avenue
Vancouver V6J 4Y6
Phone 736-2866 or 736-9844

1060 West Eighth Avenue
Vancouver V6H 1C4
Phone 736-2033

PUBLICATIONS HLTH 67

The Ministry of Health provides a wide range of booklets, pamphlets, and other information materials which are available to the general public through local health unit offices.

General program areas covered include Medical Services Plan, Pharmacare, Hospital Programs, Continuing Care, Office for Seniors, Office for Health Promotion, adult and child community care facilities licencing, dental health, workplace health, mental health, nutrition, public health inspections and approvals for septic tank installations, swimming pools, and restaurants, public health nursing, speech and hearing, vision, AIDS and STDs (sexually transmitted diseases), and Emergency Health Services.

Some of the more widely circulated publications include:

AIDS — Being Responsible for Life
Baby's First Foods
British Columbia Ambulance Service
Hospital Benefits for British Columbians
Medical and Hospital Coverage Outside British Columbia
Parents' Guide for Selecting Day Care Facilities
Questions about AIDS in the Workplace
Talking to Children about AIDS
What is Pharmacare?
Your Better Health Magazine
A series of "*Health Files*" dealing with childhood immunizations and a variety of specific public health issues.

ACTS HLTH 68

The Ministry of Health is responsible for the following Acts.

Anatomy Act
Chiropractors Act
Community Care Facility Act
Dental Technicians Act
Dentists Act
Forensic Psychiatry Act

Health Act
Health Emergency Act
Hearing Aid Act
Heroin Treatment Act
Hospital Act
Hospital (Auxiliary) Act
Hospital District Act
Hospital Insurance Act
Hospitals Amalgamation Act
Human Tissue Gift Act
Marriage Act
Medical Practitioners Act
Medical Service Act
Medical Service Plan Act, 1981
Mental Health Act
Ministry of Health Act
Name Act
Naturopaths Act
Nurses (Licensed Practical) Act
Nurses (Registered) Act
Nurses (Registered Psychiatric) Act
Pharmacists Act
Physiotherapists Act
Podiatrists Act
Psychologists Act
Public Toilet Act
Tuberculosis Institution Act
Venereal Disease Act
Vital Statistics Act
Wills Act (part II)

MINISTRY OF LABOUR AND CONSUMER SERVICES

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**1019 Wharf Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The Ministry of Labour and Consumer Services provides programs and services in the following areas:

Labour Relations Programs include the Employment Standards Branch, the Workers' Adviser, and the Employers' Adviser.

Consumer Programs include the Debtor Assistance Branch, Investigation Services, the Registrar of Credit Reporting Agencies, Registrar of Motor Dealers, Registrar of Cemeteries, Registrar of Travel Services, and Residential Tenancy Branch.

Alcohol and Drug Programs

Liquor Programs include Liquor Control and Licensing, and the Liquor Distribution Branch.

Support Services include the Finance and Administration Branch, Information Systems Branch, Personnel Services Branch, Policy and Legislation Branch, and Public Affairs Branch.

The B.C. Council of Human Rights, the Industrial Relations Council, the Workers' Compensation Board, the Workers' Compensation Review Board, and the Liquor Appeal Board are also under the jurisdiction of the Minister of Labour and Consumer Services (see Agencies, LABC 19 to 25).

EMPLOYMENT STANDARDS BRANCH LABC 1

Second Floor, 1019 Wharf Street
Victoria V8V 1X4
Phone 387-3310

The Employment Standards Branch administers the Employment Standards Act which provides an avenue of redress for workers who may be owed wages by their employer, including overtime, holiday and severance pay. The branch also regulates aspects of employment of children, maternity leave, employment agencies, hours of work, overtime and termination of employment. The branch is responsible for investigation of violations of collective agreements, applications for certification and other matters under the Industrial Relations Act, on behalf of the **Industrial Relations Council.** It also investigates complaints under the Human Rights Act on behalf of the B.C. Council of Human Rights. Other relevant legislation includes the Wage (Public Construction) Act.

The publication *Employment Standards Information Bulletin* is available through any of the field offices listed on the following page.

306, 32555 Simon Avenue
Abbotsford V2T 4W6
Phone 354-6550

210, 4946 Canada Way
Burnaby V5G 4J6
Phone 660-4946

215, 420 Cumberland Road
Courtenay V9M 2C4
Phone 334-1225

100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1291

203, 1508 — 102nd Avenue
Dawson Creek V1G 4J2
Phone 784-2390

220, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4516

301, 1664 Richter Street
Kelowna V2X 2M3
Phone 861-7404

13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2342

310 Ward Street
Nelson V1L 5S4
Phone 354-6550

3547 Skaha Lake Road
Penticton V2A 7K2
Phone 492-1333

Fourth Floor, 1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6120

108, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3272

Second Floor, 818 Fort Street
Victoria V8V 1X4
Phone 387-1220

540 Borland Street
Williams Lake V2G 1R8
Phone 398-4478

WORKERS' ADVISER LABC 2

8171 Ackroyd Road
Richmond V6X 3K1
Phone 1-800-663-4261 (toll-free)

The Workers' Adviser assists injured workers or their dependents on all matters relating to **Workers' Compensation claims** or any regulations or decisions made under Workers' Compensation. Advisers represent workers and dependents on claims matters and communicate with or appear before the Workers' Compensation Board or Review Board on their behalf. The Workers' Adviser also advises and assists unions, professional associations, and other organizations on compensation matters and offers **training seminars** on the **appeal** process. Legislation relevant to the Office of the Workers' Adviser is the Workers' Compensation Act.

EMPLOYERS' ADVISER LABC 3

8171 Ackroyd Road
Richmond V6X 3K1
Phone 660-7253

The Employers' Adviser gives assistance to an employer, potential employers, and employers' associations respecting any **claim** under the **Workers' Compensation Act** by a worker or a dependant of a worker of that employer. On claims matters, the Employers' Adviser communicates with or appears before the Workers' Compensation Board or the Review Board, on behalf of an employer. The Advisers assist employers with regard to the interpretation and administration of the Workers' Compensation Act or any regulations or decisions made under it. The Employers' Adviser also provides educational and **training seminars** to employer organizations and employers on the **appeal** process and related subjects.

POLICY AND LEGISLATION BRANCH LABC 4

1019 Wharf Street
Victoria V8V 1X4
Phone 387-1791

The Policy and Legislation Branch provides information and analysis to the ministry's senior officials and various boards and commissions. The branch also provides program development and evaluation support, develops legislation and legislative amendments, provides library services, and advises the Minister on **arbitration appointments** under section 95 of the Industrial Relations Act.

PUBLIC AFFAIRS BRANCH LABC 5

1019 Wharf Street
Victoria V8V 1X4
Phone 387-3169

The Public Affairs Branch acts as the ministry's initial contact point for the public, the media, and other government offices. The branch responds to questions from the public as well as redirecting calls to appropriate branches, ministries or government bodies. The branch promotes awareness of ministry programs by planning and executing effective informational programs and promoting line branch activities through news releases, brochures, audiovisuals and advertising. The branch also co-ordinates media inquiries and ministry statements and provides public relations advice to the Minister and ministry officials.

FINANCE AND ADMINISTRATION BRANCH LABC 6

1019 Wharf Street
Victoria V8V 1X4
Phone 387-1719

The Finance and Administration Branch provides financial reporting and analysis within the ministry and to government central agencies. The branch co-ordinates the ministry's annual budgeting process, and processes and controls payroll, revenue, expenditure commitments and transactions. The branch also co-ordinates office accommodation and furnishings, telecommunications equipment, and vehicle fleet management services, and develops and implements ministry financial and administration policies. Legislation includes the Financial Administration Act and the Supply Act.

PERSONNEL BRANCH LABC 7

1019 Wharf Street
Victoria V8V 1X4
Phone 387-3790

3284 East Broadway
Vancouver V5M 1Z6
Phone 254-5711

The Personnel Branch provides services to the ministry within standards established by legislation, central agency directives, executive mandates, business prudence, and the various collective agreements with public service trade unions. Other services provided by the branch include recruitment, layoff, recall, dismissal, classification, labour relations, staff training, employee development, succession planning, occupational health, compensation, benefit administration, leave management, employee records and organizational development services.

INFORMATION SYSTEMS BRANCH LABC 8

1019 Wharf Street
Victoria V8V 1X4
Phone 387-3903

Information Systems Branch co-ordinates the provision of data processing, word processing and office systems services to the ministry, co-ordinates information systems planning activities, and develops standards and procedures for the management of technological changes in the field of automated systems.

CONSUMER OPERATIONS BRANCH LABC 9

1019 Wharf Street
Victoria V8V 1X4
Phone 387-3045

The Consumer Operations Branch investigates alleged offenses against consumer laws. The branch carries out field investigations of potential violations of **consumer legislation,** prepares enforcement reports, and institutes enforcement action where appropriate. As part of these activities, the branch maintains contact with law enforcement agencies and other professionals to identify emerging abuses in the absence of a government complaint service, thus placing a greater emphasis on **prevention of violations.** Legislation relevant to the Consumer Operations Branch includes the Consumer Protection Act, the Trade Practice Act, and the Multi-Level Marketing Regulation Act.

A self-help guide, *Consumer Assistance Directory*, is available through **Government Agent** offices or the regional offices listed below.

340, 5021 Kingsway
Burnaby V5H 4A5
Phone 660-3570

301, 1664 Richter Street
Kelowna V1Y 8N3
Phone 861-7425

240, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4667

1044 Fifth Avenue
Prince George V2L 3H9
Phone 565-6030

MOTOR DEALER LICENSING LABC 10

1019 Wharf Street
Victoria V8V 1X4
Phone 387-5433

The Motor Dealer Licensing office **registers** and **licenses** approximately 1500 motor vehicle dealers on a continuous basis, and inspects premises for compliance with the Motor Vehicle Dealer Act, prior to registration. The office requires motor dealers to meet certain standards, and to disclose prescribed information on the vehicle's history. Motor Dealer Licensing is administered by the field offices listed below.

340, 5021 Kingsway
Burnaby V5H 4A5
Phone 660-3570

240, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4667

301, 1664 Richter Street
Kelowna V1Y 8N3
Phone 861-7425

1044 Fifth Avenue
Prince George V2L 3H9
Phone 565-6030

CEMETERIES BRANCH LABC 11

1019 Wharf Street
Victoria V8V 1X4
Phone 387-1271

The Cemeteries Branch regulates the cemetery and funeral industries as required in current statutes and regulations, including the **Cemetery and Funeral Services Act.**

TRAVEL SERVICES LABC 12

340, 5021 Kingsway
Vancouver V5H 4A5
Phone 660-3540

Travel Services processes applications for registrations for travel agents and travel wholesalers, and annual renewals or registration. The **Travel Assurance Fund** reimburses consumers for **prepaid travel services** when funds are paid to a British Columbia registrant but the service is not received. The branch processes and requisitions payment of claims from this fund under the administration of the Travel Assurance Board. The branch also investigates travel agency failures, and institutes, as required, the necessary closing-out activities. Relevant legislation is the Travel Agents Act.

DEBTOR ASSISTANCE BRANCH LABC 13

1019 Wharf Street
Victoria V8V 1X4
Phone 387-1747

The Debtor Assistance Branch renders service, advice, and assistance to debtors who are unable to meet their liabilities, and who, through proceedings in the courts or otherwise, are being pressed for payment or harassed by creditors. The branch administers **Part X of the Federal Bankruptcy Act,** and also maintains administrative responsibility for **debt collection** and **consumer protection** legislation involving consumer credit. The branch also licenses all collectors and bailiffs.

Relevant legislation includes the Debtor Assistance Act, Debt Collection Act, Part X — Bankruptcy Act, Consumer Protection Act, Distress Act, Repairers Lien Act, Sale of Goods on Condition Act, Chattel Mortgage Act, and Creditor Assistance Act.

The publication *Consumer Guide to Credit and Debt* is available through branch offices, Government Agent offices, offices of the Ministry of Social Services and Housing, or the following field offices.

Fourth Floor, 5021 Kingsway
Burnaby V5H 4A5
Phone 660-3550

240, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4511

Nanaimo — Direct line to Victoria
Phone 753-7151 (toll free)

Prince George — Direct line to Kamloops
Phone 562-9331 (toll free)

CREDIT REPORTING AGENCIES LABC 14

1019 Wharf Street
Victoria V8V 1X4
Phone 387-9102

The Registrar of Reporting Agencies is responsible for registering reporting agencies, monitoring their activities and handling **complaints** from consumers (as outlined in the Credit Reporting Act). The office also has administrative responsibility for all credit issues such as advertising, disclosure, and credit practice provisions of the **Consumer Protection Act.** Other relevant legislation includes the Debt Collection Act, the Debtor Assistance Act, and Part X — Federal Bankruptcy Act.

RESIDENTIAL TENANCY BRANCH LABC 15

400, 5021 Kingsway
Burnaby V5H 4A5
General Office, phone 660-3400
Public Enquiries, phone 660-3456

Victoria Office
1019 Wharf Street
Victoria V8V 1X4
Phone 387-1602

The Residential Tenancy Branch administers an arbitration system for **landlord-tenant disputes** including termination of tenancies, possession of premises, repairs and services, and monetary claims. The branch administers the Residential Tenancy Act to provide the most prompt and equitable resolution possible within the requirements for natural justice. The branch aims to encourage self-resolution of landlord-tenant problems through public education and information.

The publication *Renting in British Columbia — Your Rights and Responsibilities* is available through the above offices, or through any Government Agent office.

LIQUOR CONTROL AND LICENSING BRANCH LABC 16

1019 Wharf Street
Victoria V8V 1X4
Phone 387-1254

The Liquor Control and Licensing Branch is responsible for the supervision of the operation of every licensed establishment in British Columbia. The branch is responsible for issuing and transfering **licences** for the sale of liquor; licensing breweries, distilleries, wineries and their agents; monitoring and controling liquor **advertising** in the province; and **inspecting** licensed premises to ensure they comply with the law. The branch is also responsible for taking appropriate disciplinary action against licencees for contravention of the Liquor Control and Licensing Act.

A pamphlet series regarding information for liquor licence applicants is available through the field offices listed below.

217, 1899 Willingdon Way
Burnaby V5G 5T1
Phone 660-7323

1261 Ironwood Street
Campbell River V9W 5T4
Phone 286-7654

B.C. Access Centre
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1562

9711 — 100th Avenue
Fort St. John V1J 1Y2
Phone 787-3345

240, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4720

301, 1664 Richter Street
Kelowna V1Y 8N3
Phone 861-7418

B.C. Access Centre
13 Victoria Street
Nanaimo V9R 5B9
Phone 755-2567

112, 100 Main Street
Penticton V2A 5A5
Phone 493-4387

1044 Fifth Avenue
Prince George V2L 3H9
Phone 565-6694

B.C. Access Centre
107, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3552

B.C. Access Centre
1050 Eldorado Street
Trail V1R 3V7
Phone 364-0560

3201 — 30th Street
Vernon V1T 9G3
Phone 549-5614

Second Floor, 1019 Wharf Street
Victoria V8V 1X4
Phone 387-1254

LIQUOR DISTRIBUTION BRANCH LABC 17

3200 East Broadway
Vancouver V5M 1Z6
Phone 660-3671

The Liquor Distribution Branch (LDB) manages the **distribution** of beverage alcohol products in the province and **retails** alcoholic beverages. The branch manages 216 liquor stores and regulates the operations of almost 200 licensee retail stores. The LDB provides levels of service which satisfy the needs of the customer, and optimizes branch profit as part of the mandate to generate revenue, as budgeted by government. The branch also provides suppliers with controlled access to the marketplace on a fair basis, and presents a progressive and responsible image to the general public, suppliers, government, and branch employees. Relevant legislation is the Liquor Distribution Act.

ALCOHOL AND DRUG PROGRAMS LABC 18

1019 Wharf Street
Victoria V8V 1X4
Phone 387-4783

The Alcohol and Drug Programs (also known as **TRY,** short for The Responsibility is Yours) are responsible for planning, funding, and co-ordinating treatment and prevention programs related to the **abuse of alcohol and other drugs** in British Columbia, through a regionalized organization designed to respond to community needs.

Alcohol and Drug Programs administers its service delivery system through five regions: Region 1 — Lower Mainland; Region 2 — Fraser Valley; Region 3 — Thompson-Okanagan/Kootenays; Region 4 — The North; and Region 5 — Vancouver Island/Coast Region. Each region directs the field operations of direct service clinics and administers the service agreements of funded agencies.

TRY is a comprehensive, province-wide program that integrates a wide variety of services involving hundreds of private, public, and **volunteer** agencies. The five regional offices co-ordinate support and resources for a variety of treatment and prevention programs throughout the province.

Alcohol and Drug-related publications are available through the TRYline or the following regional offices.

Fifth Floor, 4980 Kingsway
Burnaby V5H 4K7
Phone 660-6536

300, 1464 Ellis Street
Kelowna V1Y 2A3
Phone 861-7563

610, 495 Dunsmuir Street
Nanaimo
Phone 755-2311

390, 444 Victoria Street
Prince George V2L 2J7
Phone 565-6757

302, 10090 — 152nd Street
Surrey V3R 8X8
Phone 660-8972

TRYline: 24-hour (toll free)
information and referral service,
phone 1-800-663-1441

AGENCIES

The Minister of Labour and Consumer Services is responsible for the following major boards and councils: The B.C. Council of Human Rights, The Industrial Relations Council, The Workers' Compensation Board, The Workers' Compensation Review Board, and The Liquor Appeal Board.

B.C. COUNCIL OF HUMAN RIGHTS LABC 19

Second Floor, 844 Courtney Street
Victoria V8V 1X4
Phone 387-3710

The council receives complaints of **discrimination** in employment (including wages and employment advertising), purchase of property, tenancy, and the provision of services to the public. It refers complaints requiring investigation to industrial relations officers of the Ministry of Labour and Consumer Services. The council may dismiss or discontinue complaints, render binding decisions, or refer unreconciled complaints to the Minister for a decision on appointing a Board of Inquiry. Boards of Inquiry are empowered to render binding decisions and settlement of cases. Relevant legislation is the Human Rights Act.

INDUSTRIAL RELATIONS COUNCIL LABC 20

1125 Howe Street
Vancouver V6Z 2K8
Phone 660-1300

The Industrial Relations Council is charged with securing and maintaining industrial peace and furthering harmonious relationships between employers and employees. The council promotes conditions favourable to constructive **settlement of disputes** between employers and employees, encourages voluntary resolution of disputes, and tracks collective agreements. The Disputes Resolution Division monitors all labour disputes in the province. The board also gathers and publishes information and statistics respecting collective bargaining in the province. A monthly summary of collective bargaining information is available by subscription. Relevant legislation is the Industrial Relations Act.

WORKERS' COMPENSATION BOARD LABC 21

6951 Westminster Highway
Richmond V7C 1C6
Phone 273-2266

The Workers' Compensation Board is responsible for the administration of the Workers Compensation Act and the adjudication of all matters arising thereunder.

The Workers' Compensation Board has two primary responsibilities: the **prevention** of industrial injury and disease (to this end, Industrial Health and Safety Regulations are written and enforced) and the payment of **compensation benefits** to workers (or dependents).

WORKERS' COMPENSATION REVIEW BOARD LABC 22

1700 West 75th Avenue
Vancouver V6P 6G2
Phone 664-7800

The Workers' Compensation Review Board was established by the Lieutenant Governor in Council under sections 89 (2) and 89 (3) of the Workers' Compensation Act. Its purpose is to provide an **appeal** agency independent of the Workers' Compensation Board.

Under the Workers' Compensation Act, appeals to the review board may be made by a worker, employer or dependent concerning any decision rendered by an officer of the board with respect to a worker. An appeal should be filed within 90 days of the disputed decision, although the review board has the discretion to extend that deadline.

REGISTRAR OF TRAVEL SERVICES LABC 23

1019 Wharf Street
Victoria V8V 1X4
Phone 387-9112

The Registrar of Travel Services administers the Travel Agents Act of British Columbia to ensure that all travel agencies in the province selling or offering wholesale or retail travel services to the public are registered.

The Office of the Registrar of Travel Services collects initial and semi-annual contributions to the **Travel Assurance Fund,** and processes and requisitions **payments** or claims from this fund under the administration of the Travel Assurance Board.

The Travel Assurance Fund reimburses consumers for prepaid travel services when the funds are paid to a British Columbia registrant but the service is not received. Authority for the operation of the fund is the Travel Agents Act.

The fund is administered by the Travel Assurance Board which is appointed by Order In Council.

CEMETERY BOARDS LABC 24

Registrar of Cemeteries
1019 Wharf Street
Victoria V8V 1X4
Phone 387-1271

The boards manage the cemetery for the use of local inhabitants, subject to the control of the Minister and to regulations pursuant to Section 306 of the Cemetery Act. They control most aspects of the administration of a cemetery, including burial, plans and surveys, standards of maintenance, monuments, charges, perpetual care funds and filing or registration of plans and surveys. This function will not change under the new Act.

LIQUOR APPEAL BOARD LABC 25

1304, 865 Hornby Street
Vancouver V6Z 2H4
Phone 660-2987

The Liquor Appeal Board hears all appeals of licensing and enforcement decisions of the Liquor Control and Licensing Branch. The board also hears **listing and delisting** appeals of alcohol products from the Liquor Distribution Branch store system.

ACTS LABC 26

The following Acts are administered by the Ministry of Labour and Consumer Services.

Cemetery and Funeral Services Act (proclaimed Feb. 9, 1990)
Cemetery Company Act (to be repealed)
Consumer Protection Act
Credit Reporting Act
Debt Collection Act
Debtor Assistance Act
Employment Standards Act
Fire Department Act
Guide Animal Act, 1990
Human Rights Act
Inflation Control Act
Industrial Relations Act
Labour Regulation Act
Liquor Control and Licensing Act
Liquor Distribution Act
Metro Transit Collective Bargaining Act
Ministry of Consumer and Corporate Affairs Act
Ministry of Labour Act
Motor Dealer Act
Multilevel Marketing Regulation Act (formerly the Pyramid Distribution Act)
Pension Benefits Standards Act (introduced as Exposure Bill 44 on June 26, 1990; reintroduced as Bill 89, then reintroduced as Bill 6 on May 24, 1991)
Railway and Ferries Bargaining Assistance Act
Residential Tenancy Act
Sale of Goods Act
Trade Practice Act
Trading Stamp Act
Travel Agents Act
Wage (Public Construction) Act
Workers' Compensation Act
Workplace Act

MINISTRY OF LANDS AND PARKS

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**Seventh Floor, 1802 Douglas Street**
Victoria V8V 1X4	**Victoria V8V 1X5**

Within its two major responsibility areas, BC Lands and BC Parks, the ministry has four divisions: Lands Services Division, Parks Division, Lands Operations Division, and Management Services Division.

BC LANDS LP 1

Seventh Floor, 1802 Douglas Street
Victoria V8V 1X5
Phone 387-1258 FAX 387-1918

BC Lands manages and allocates **public lands** to ensure access for industry, commerce, settlement, recreation and conservation. Management is sensitive to both **environmental needs** and **sustainable** (i.e., minimal impact) **development.** BC Lands also provides programs and services for the acquisition, exchange, survey and **mapping** of all Crown lands. The priority is to maximize benefits to British Columbians and oversee the systematic, equitable development or conservation of public lands.

Crown lands make up more than 90 per cent of the province's 93 million-hectare land base. This includes foreshore or waterfront, and land under water (i.e., lake and river beds).

All general inquiries about BC Lands can be directed to the address listed above.

BC PARKS LP 2

Second Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-5002 FAX 387-5757

This part of the ministry is responsible for the **management** of parks, recreation areas and ecological reserves.

Under the authority of the Park Act, BC Parks is committed to serving British Columbians and its visitors by conserving and managing for future generations a wide variety of outstanding park lands which represent the best natural features and diverse environments of the province; and providing a province-wide diversity of high-quality and safe **outdoor recreation** opportunities that are compatible with conserving the natural environment.

Under the authority of the **Ecological Reserves Act,** BC Parks plans and manages a system of ecological reserves that represent British Columbia's ecosystems and preserve unique, rare and **endangered species** of plants and animals for scientific research and educational purposes.

The division is organized so that operational decision-making is as close as possible to the program delivery level. For administrative purposes, BC Parks has a headquarters office in Victoria; the province is divided into three regions; and these in turn are divided into 13 districts.

All general inquiries about British Columbia parks and ecological reserves can be directed to the address listed above.

LANDS SERVICES DIVISION LP 3

SURVEYOR GENERAL LP 4

3400 Davidson Avenue
Victoria V8V 1X5
Phone 387-4461 FAX 387-1830

This branch maintains the **Crown Lands Registry,** a record of all Crown land **surface rights** in the province. It is responsible for preserving and enhancing the legal survey system of the province. This involves issuing and enforcing regulations, and providing other ministries with expert counsel on **boundary matters.** Crown Land Registry data and copies of legal survey records are available to the public.

LAND POLICY BRANCH LP 5

Phone 387-1803 FAX 387-1665

This branch develops and reviews policy for the allocation, pricing and management of Crown land. It also prepares legal documents for **tenure** on Crown land, provides advice on **Native land issues** and reviews Land Act legislation and regulations.

REAL ESTATE SERVICES BRANCH LP 6

Phone 387-1931 FAX 387-1665

This branch **acquires** and **exchanges** land and timber to meet the needs of government ministries and agencies, and provides essential **appraisal** and **marketing training** to regional staff. Major uses of public land include provincial and federal parks, ecological reserves, social housing and historic sites.

SURVEYS AND RESOURCE MAPPING BRANCH LP 7

Phone 387-6316 FAX 356-7831

This branch provides the public, other government agencies, regional districts and municipalities with a wide variety of services, including base mapping, **map and air photo sales,** the **Terrain Resource Information Management (TRIM) Program,** resource data management, **remote sensing programs** and Geographic Information Systems (GIS).

INFORMATION SYSTEMS BRANCH LP 8

Phone 387-6442 FAX 356-1916

This branch is responsible for assessing and meeting the ministry's technology needs and providing necessary support services. An **Information Resource Management (IRM) Planning** process is used to ensure effective information management in support of the ministry's goals and objectives.

PARKS DIVISION LP 9

Second Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-5002 FAX 387-5757

BC Parks' headquarters office sets direction for all of the division's programs. Staff specialists in the Victoria office provide direction and specialized assistance to regions and districts, ensuring consistent delivery of programs throughout the province.

There are three program areas in the division: Visitor Services, Planning and Conservation Services, and Park Management Services.

VISITOR SERVICES LP 10

Second Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-5002 FAX 387-5757

Park Information Programs LP 11

Staff are available in each BC Parks office to assist residents and visitors in deciding what to see and do in provincial parks and surrounding areas. **Recreation opportunities** vary by park, but commonly include camping, hiking, picnicking, fishing, and boating. **Travel Infocentres** and other tourist information outlets also provide these information services aided by ***BC Parks Information Guide*** (available in limited quantities).

Several free **brochures** give overviews of park facilities, services and natural resources. The *British Columbia Road Map and Parks Guide* gives a provincial overview of the park system; five regional brochures cover large sections of the province; and approximately 30 park specific brochures focus on some of the larger and more popular provincial parks. Specialized brochures dealing with topics such as ecological reserves and park natural history are usually available. Detailed inquiries should be addressed to the appropriate district office (see LP 31).

A **guidebook,** *Parks of British Columbia and the Yukon*, from Maia Publishing, is available at many book stores.

Visitor and Education Programs LP 12

Visitor and Education Programs are designed to increase visitors' awareness, understanding, appreciation and commitment to parks and ecological reserves. In most heavily-used parks, visitors can take part in regularly-scheduled **naturalist programs.** Many schools participate in park programs. During the summer, many children join a junior park naturalist program, **Jerry's Rangers,** available in select parks. Further educational materials are being developed for the classroom.

Park Facility Management LP 13

The Facility Management Program is responsible for directing annual facility development and **maintenance,** and developing standards for furniture, equipment, signs, trails and area (campground, day use area) design. All facility construction is carried out by the private sector under contract. Records on type, value, capacity and condition of all park facilities are maintained.

Safety and Security LP 14

The Safety and Security Program ensures a high level of **visitor safety** and protects park resources. This program also ensures staff and contractor safety in the work environment.

Recreation Planning LP 15

The Recreation Planning Program ensures that parks and recreation areas serve the diverse and changing needs of British Columbians and other visitors. District staff produce **annual plans** for each park. These plans set the operation and maintenance priorities and the services and facilities to be provided.

Park Operations LP 16

The Park Operations Program is responsible for the operation of all campgrounds, day use areas, marine parks and backcountry areas. **Operational standards** are set for all facilities, including standards for cleanliness, firewood supply, security, staff and contractor helpfulness, control of noise, control of pets, adequacy of signs, and general condition of facilities. BC Parks regularly measures how well it achieves these operational standards, particularly through surveys of park visitors.

The Park Operations Program manages **commercial recreation services** in parks and recreation areas. Such services may include recreational guiding operations, lodges, canoe rentals, and other services that can improve the quality of the park visit. They are provided only when consistent with a master plan for the area.

Fees are set for the use of parks services. These include campsite fees, mooring buoy fees, cabin accommodation fees, group campground and group day use area fees.

Meaningful opportunities for volunteers to assist in the provision of park services are encouraged through a **Park Host Program** which is in place in campgrounds, backcountry areas, day use areas and marine parks. Many volunteers participate in special events and other visitor programs. Anyone interested in volunteering should contact the nearest district office.

River Rafting and Small Boat Regulations LP 17

BC Parks is responsible for the **Commercial River Rafting Safety Act** which certifies commercial river rafting operations and sets standards for public safety. The division also co-ordinates **small boating regulations** for the fresh-water bodies of the province. Regulations include prohibition of motorized vessels, speed restrictions, and motor size restrictions.

PLANNING AND CONSERVATION SERVICES LP 18

Second Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-5002 FAX 387-5757

Park and Ecological Reserve Systems Planning and Policy LP 19

BC Parks plans for the future of the Park System and the Ecological Reserve System by **identifying new parks and ecological reserves.** A goal of the provincial parks system of British Columbia is to protect areas representative of the diversity of natural environments found across the province, as well as the outstanding physical, biological and cultural features. The park system also ensures the protection of the province's biodiversity. Parks protect ecological values and provide for wilderness and nature appreciation, public outdoor recreation, and environmental education. Land acquisition and designation are key parts of this program.

Ecological Reserves are set aside to preserve samples of representative, rare or endangered ecosystems of British Columbia. They offer long-term research and educational opportunities as well as casual, non-consumptive public uses, such as nature photography and bird watching.

Land Program LP 20

The division maintains records on the **legal status** of every provincial park, recreation area and ecological reserve in British Columbia. The program administers land acquisition, determines designation and provides advice on legislation processes.

Ecological Reserves Permits LP 21

The Ecological Reserves Act requires permits for any **research** or **educational** activity in an Ecological Reserve. Requests for permits should be directed to the district office in which the Ecological Reserve is located.

Ecological Reserve Warden Program LP 22

A **volunteer** group of wardens provides valuable contributions to the management and protection of Ecological Reserves. Each warden is responsible for one or more Ecological Reserves. Duties include conducting **inventories** of vegetation and wildlife species, assisting research activities, monitoring changes, and watching for activities that are illegal or may have harmful effects on the reserve. Anyone interested in the warden program should contact the nearest district park office.

Conservation Services LP 23

Under the authorities of the Park Act and Ecological Reserves Act, BC Parks manages and administers all matters in provincial parks, recreation areas, and ecological reserves. Although technical assistance is provided by other government agencies, the division is responsible for:

- **Forest and vegetation management:** forest insect and disease management, wildfire management, protection of rare and endangered species, management of old growth forests, public safety associated with hazard trees in public areas.
- **Fish and wildlife management:** maintaining up-to-date inventories of fish and wildlife populations to ensure their long-term survival and health, enhancing wildlife viewing opportunities, ensuring access to high quality **hunting and fishing** opportunities is maintained in park and recreation areas without conflict with other recreational uses, regulating hunting and fishing, monitoring water quality, managing aquatic vegetation.
- **Heritage resource management** programs: ensuring heritage resources are protected and presented for public information and education. Heritage resources are managed co-operatively with the Heritage Conservation Branch of the Ministry of Municipal Affairs, Recreation and Culture.
- **Management of non-conforming uses:** British Columbia parks and recreation areas contain a number of non-conforming uses such as mineral claims and industrial **rights-of-way.** In parks these uses are managed carefully to minimize impacts until they can be eliminated. In recreation areas, such uses must be managed in a manner that minimizes impacts and conflicts with recreation uses until such time as the use is extinguished and the area is designated a park.
- **Resource planning:** recreation opportunities are only provided when they are compatible with conserving the natural environment. Resource planning initiatives maintain a balance between recreation and conservation goals, and ensure the long-term conservation of resources.

Master Planning LP 24

Master Planning is the process that determines the **long term objectives** for a park or recreation area. For major parks and recreation areas, master planning involves public input. The master plan specifies **all park specific policies,** such as type of access and facilities.

Outdoor Recreation Program LP 25

BC Parks represents the provincial interest in the protection, management and allocation of the province's outdoor recreation resources. Numerous **resource development proposals,** such as logging plans and industrial plans outside parks and ecological reserves are reviewed annually. These reviews provide information about valuable recreation resources and the impact of proposed developments. The division is also involved in inter-agency studies, such as the **Inside Passage Cruise Ship Route** to identify important visual and recreational resources. Such information may be used in discussions with the **Ministry of Forests** regarding logging plans, to identify potential marine parks or to discuss the possible registration of a new **recreation corridor** over the area.

Recreation Corridor Program — Rivers and Trails Program LP 26

BC Parks, in co-operation with the **Ministry of Forests,** administers the Recreation Corridor Program. The program was created in 1985. To date eight corridors have been registered. Additional rivers and trails are under evaluation.

Regional Parks LP 27

BC Parks administers the Park (Regional) Act, the authority under which regional districts establish and administer parks. BC Parks also administers **Class C parks** and their Park Boards, as designated under the Park Act.

PARK MANAGEMENT SERVICES LP 28

Second Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-5992 FAX 387-5757

This branch provides those support services necessary for division staff to fulfill their responsibilities. These services include finance, administration, personnel, computing, and executive correspondence. **Research on park issues** is conducted as part of this function.

Park Use Permit, Resource Use Permit and Contracts LP 29

Commercial, industrial and private uses within parks and recreation areas must be authorized by permit. The Park Act and the Park and Recreation Area Regulation provide legal direction for this program. General information on permits is available from all park offices. Questions on specific parks or recreation areas should be directed to the district office. Much of the division's business is carried out by the private sector under **contract.** Permits and Contracts staff specialists are located in the headquarters office and each of the regional offices.

Library Services LP 30

BC Parks Central Library
Second Floor, 800 Johnson Street
Victoria V8V 1X4

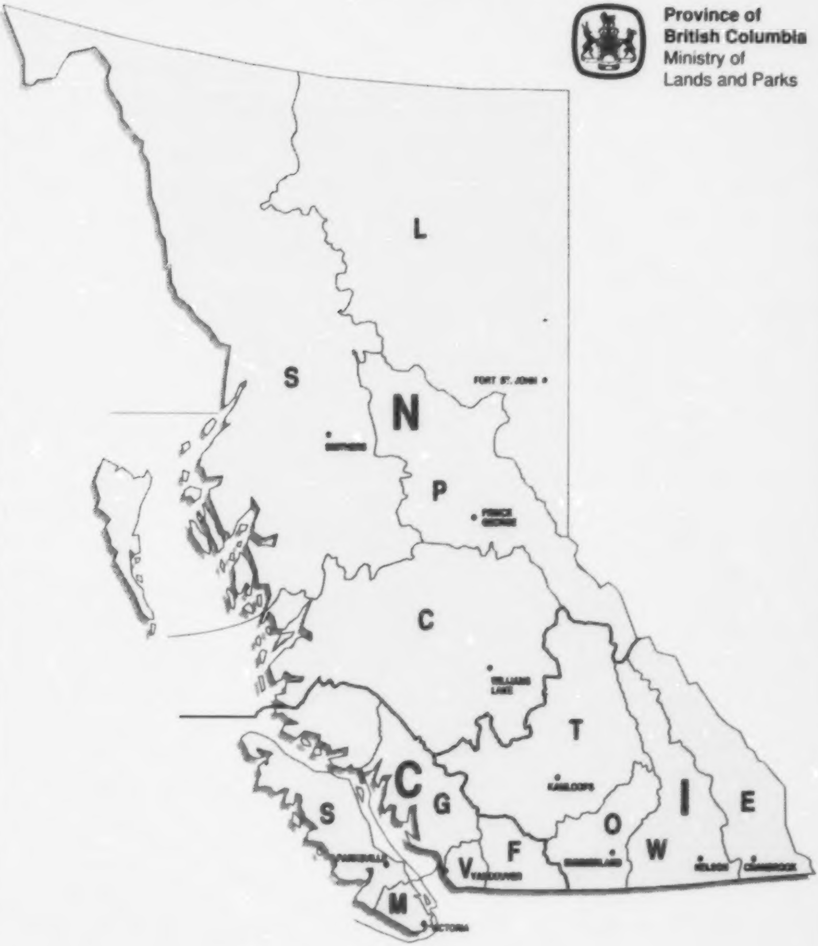
The hours of operation are 8:30 a.m. to 4:30 p.m., Monday to Friday. Priority is given to the information needs of BC Parks staff, followed by the requests of other government employees. Members of the public are welcome to use the library facilities but may only sign out material as an inter-library loan through a public or university library.

REGIONAL AND DISTRICT OFFICES LP 31

Three regional offices provide direction and assistance to district offices. Regional offices are organized into functional units staffed by specialists responsible for providing direction, advice and support to districts in planning and conservation, visitor services, and park management services.

BC PARKS — REGIONS AND DISTRICTS

Province of British Columbia
Ministry of
Lands and Parks



C	**SOUTH COAST REGION**
S	Strathcona District
M	Malahat District
F	Fraser Valley District
G	Garibaldi / Sunshine Coast District
V	Vancouver District

I	**SOUTHERN INTERIOR REGION**
T	Thompson River District
O	Okanagan District
W	West Kootenay District
E	East Kootenay District

N	**NORTHERN BC REGION**
S	Skeena District
C	Cariboo District
P	Prince George District
L	Peace-Liard District

The addresses of the three regional offices are:

Regional Director, BC Parks
Southern Interior Region
Ministry of Lands and Parks
101, 1050 West Columbia Street
Kamloops V2C 1L4
Phone 828-4501 FAX 828-4737

Regional Director, BC Parks
South Coast Region
Ministry of Lands and Parks
1610 Mount Seymour Road
North Vancouver V7G 1L3
Phone 929-1291 FAX 929-2425

Regional Director, BC Parks
Northern B.C. Region
Ministry of Lands and Parks
430, 1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6270 FAX 565-6429

The district offices are responsible for the direct delivery of programs and services in the parks, recreation areas and ecological reserves within their geographical area. Primary responsibilities include managing and protecting resources, operating parks and recreation areas, and maintaining the standards of services offered to visitors.

The 13 district office addresses are:

Garibaldi/Sunshine Coast District
Box 220
Brackendale V0N 1H0
Phone 898-3678 FAX 898-4171
(Located in Alice Lake Park)

Fraser Valley District
Box 10
Cultus Lake V0X 1H0
Phone 858-7161 FAX 858-4905
(Located in Cultus Lake Park)

Peace/Liard District
9512 — 100th Street
Fort St. John V1J 3X6
Phone 787-3407 FAX 787-3490

Thompson River District
1265 Dalhousie Drive
Kamloops V2C 5Z5
Phone 828-4494 FAX 828-4633
(Located in Golden Ears Park)

Vancouver District
Box 7000
Maple Ridge V2X 7G3
Phone 463-3513 FAX 463-6193

West Kootenay District
RR 3
Nelson V1L 5P5
Phone 825-4421 FAX 825-9509
(Located in Kokanee Creek Park)

Strathcona District
Box 1479
Parksville V9P 2H3
Phone 755-2483 FAX 248-8584
(Located in Rathtrevor Beach Park)

Prince George District
4051 — 18th Avenue, Box 2045
Prince George V2N 2J6
Phone 565-6340 FAX 565-6940

Okanagan District
Box 399
Summerland V0H 1Z0
Phone 494-0321 FAX 494-9737
(Located in Okanagan Lake Park)

Skeena District
3790 Alfred Avenue, Bag 5000
Smithers V0J 2N0
Phone 847-7320 FAX 847-7659

Malahat District
RR 6, 2930 Trans Canada Highway
Victoria V8X 3X2
Phone 387-4363 FAX 478-9211

East Kootenay District
Box 118
Wasa V0B 2K0
Phone 422-3212 FAX 422-3326
(Located in Wasa Lake Park)

Cariboo District
540 Borland Street
Williams Lake V2G 1R8
Phone 398-4414 FAX 398-4214

PUBLICATIONS LP 32

BC Parks publications include:

British Columbia Road Map and Parks Guide
Provincial Park Fees

South Coast Region

Coastal Marine Parks of British Columbia
Provincial Parks of the Lower Mainland
Provincial Parks of Vancouver Island
Cape Scott Provincial Park
Carmanah Pacific Park
Cultus Lake Provincial Park
Cypress Provincial Park
Garibaldi Provincial Park
Golden Ears Provincial Park
Goldstream Provincial Park
Manning Provincial Park
Mount Seymour Provincial Park
Newcastle Island Provincial Marine Park
Peace Arch Provincial Park
Princess Louisa Provincial Marine Park (The Legend of Princess Louisa Inlet)
Strathcona Provincial Park
Sunshine Coast Provincial Parks

Southern Interior Region

Provincial Parks of the Cariboo-Shuswap-Okanagan
Provincial Parks of the Kootenays
Provincial Parks of the Shuswap
Bugaboo Glacier Provincial Park and Alpine Recreation Area
Cathedral Provincial Park
Elk Lakes Provincial Park
Kokanee Creek Provincial Park
Kokanee Glacier Provincial Park
Mount Assiniboine Provincial Park
Roderic Haig-Brown Provincial Park
Shuswap Lake Provincial Park
Top of the World Provincial Park
Valhalla Provincial Park
Wells Gray Provincial Park

Northern B.C. Region

Provincial Parks of Northern British Columbia
Bowron Lake Provincial Park
Carp Lake Provincial Park
Mount Edziza Provincial Park and Recreation Area
Mount Robson Provincial Park
Naikoon Provincial Park
Spatsizi Plateau Wilderness Provincial Park
Tweedsmuir Provincial Park (North)
Tweedsmuir Provincial Park (South)

Ecological Reserves

Ecological Reserves in British Columbia
Robson Bight Ecological Reserve

ACTS

LP 33

The following Acts are administered by BC Parks.

Commercial River Rafting Safety Act
Ecological Reserves Act
Park Act
Park (Regional) Act
West Coast National Park Act

LANDS OPERATIONS DIVISION

LP 34

Seventh Floor, 1802 Douglas Street
Victoria V8V 1X4
Phone 387-1258 FAX 387-1918

This division is responsible for overseeing the eight regional offices which manage and market Crown land.

Listings of available Crown land are published in the ***Crown Land Marketing Catalogue,*** which is available for viewing throughout the province.

There are six basic land use programs by which individuals, companies and organizations may acquire Crown lands: Agriculture, Aquaculture, Commercial, Industrial, Residential/Recreational, and Transportation/Communication.

Certain basic eligibility criteria must be met in order to acquire Crown land by means of application under the Land Act.

Regional Operations Offices:

Lower Mainland
401, 4603 Kingsway
Burnaby V5H 4M4
Phone 660-5500

Kootenay
828A Baker Street
Cranbrook V1C 1A2
Phone 426-1414

Peace
220, 9900 — 100th Avenue
Fort St. John V1J 1Y3
Phone 787-3411

Thompson-Okanagan
478 St. Paul Street
Kamloops V2C 2J6
Phone 828-4800

Omineca
1011 Fourth Avenue
Prince George V2L 3H9
Phone 525-6245

Skeena
3726 Alfred Avenue
Smithers V0J 2N0
Phone 847-7334

Vancouver Island
851 Yates Street
Victoria V8W 3E7
Phone 387-5011

Cariboo
172 North Second Avenue
Williams Lake V2G 1Z6
Phone 398-4250

MANAGEMENT SERVICES DIVISION LP 35

FINANCE AND ADMINISTRATION BRANCH LP 36

Phone 387-9838 FAX 356-8397

In conjunction with its clients, the branch develops, implements and operates the financial management and control systems. This includes classifying accounts, maintaining the corporate financial systems and controls, and co-ordinating financial planning and budget preparation and control. The branch also deals with revenue control, financial reporting, and expenditure, asset and liability control. It provides logistic support to the ministry for facilities management, telecommunications services, vehicle management and administrative records support.

COMMUNICATIONS BRANCH LP 37

Phone 356-7048 FAX 356-1918

This branch is the primary contact for all media inquiries. Public inquiries concerning ministry policy should be directed to this branch, which will direct the question to the appropriate staff. The branch is responsible for promoting and supporting the ministry's major programs by preparing news releases, articles and pamphlets, and co-ordinating ministry advertising, media and public relations.

HUMAN RESOURCES BRANCH LP 38

Phone 387-9817 FAX 356-9218

This branch provides a full range of professional and technical services, advice and assistance in staffing, labour relations, training and development, occupational health and safety, contract interpretation, classification and organizational analysis. The focus is on practical, results-oriented service that furthers not only the mission of the ministry, but the business needs of individual branches and regions.

MINISTRY OF MUNICIPAL AFFAIRS, RECREATION AND CULTURE

MINISTER **Parliament Buildings** **Victoria V8V 1X4**	**DEPUTY MINISTER** **Sixth Floor, 800 Johnson Street** **Victoria V8V 1X4**

The Ministry of Municipal Affairs, Recreation and Culture focuses on enhancing the standard of living, enriching the quality of life, and nurturing a sense of community among the people of British Columbia by providing leadership, support and service in the areas of culture, heritage, local government, recreation and safety.

CULTURE, RECREATION AND HISTORIC RESOURCES DEPARTMENT MARC 1

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-0106

The department provides leadership and funding to professional and community artists, writers and publishers for the preservation of British Columbia's history and heritage, and for sports, fitness, and recreation in the province.

ARCHAEOLOGY BRANCH MARC 2

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1045

The Archaeology Branch promotes the conservation, development, and public appreciation of archaeological resources.

The potential effects of **development** on archaeological sites are assessed and managed through branch participation in the provincial environmental review process and by collaborative management programs with other ministries. In addition, public and private sector agencies are assisted in developing integrated resource management plans.

The branch encourages and supports research, interpretation and conservation initiatives, and maintains a detailed archaeological site inventory and a **registry of heritage sites** which have been designated under the Act or are protected by other legal means.

Publications: *Archaeological Field Research in British Columbia: An Annotated Bibliography; British Columbia Archaeological Impact Assessment Guidelines;* and the *British Columbia Archaeological Resource Management Book.*

CULTURAL SERVICES BRANCH MARC 3

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1718

The Cultural Services Branch is responsible for developing and administering a range of programs that support arts and cultural activity throughout the province.

Professional arts development is supported through operating assistance to professional arts and cultural organizations, training assistance, and funding for special projects and individual creative artists.

The branch helps community arts councils and organizations develop and expand local and regional arts resources and activities and makes arts activities more widely available to all segments of the community. Financial support includes basic assistance (plus an incentive bonus for matching funds from local government and community activities), development projects, community arts festivals and training programs.

Funding programs assist professional and community based arts organizations with visiting performing arts events, artists in schools, touring art exhibits, and programs for writers in libraries. Other programs offer awards and scholarships to talented young artists. Funding is also available to British Columbia **publishers** for books that contribute to the development of provincial and national arts and culture.

Publications: *Arts B.C.* (a newsletter), *Cultural Services Branch Awards* (annual), and *Cultural Services Branch Programs.*

HERITAGE CONSERVATION BRANCH MARC 4

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1432

The Heritage Conservation Branch provides leadership in the promotion, protection, conservation and presentation of the province's historic resources. Financial assistance and advice are provided to provincial, regional and local agencies and societies. Co-operative efforts between the public and private sectors are encouraged. Under the **Heritage Conservation Act,** the branch is responsible for regulating the protection and conservation of historic resources from architecture to artifacts.

The branch also provides policy and management services to the **British Columbia Heritage Trust,** a Crown corporation established in 1977 to further heritage preservation in British Columbia. Through 14 grant programs, the trust assists communities across the province with heritage restoration, preservation and presentation.

Programs under the Heritage Trust provide assistance to local government and non-profit heritage organizations. Funding for projects includes assistance with planning and inventory, building restoration, heritage area revitalization, heritage cemeteries, historic landmarks and special initiatives, community heritage development, scholarships, archaeology projects, transportation artifacts, community heritage markers, conferences and publications.

The trust also manages **heritage properties** at the Hat Creek Ranch in Cache Creek and the Grist Mill in Keremeos.

It manages the **Community Pride Program** which offers educational seminars and services to facilitate the development of community expertise and self-sufficiency (phone 387-5133).

Publications: *British Columbia Designated Heritage Sites Registry* (annual) and *Toward Heritage Legislation: A Proposal for Public Review.*

HERITAGE PROPERTIES BRANCH MARC 5

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-1619

The Heritage Properties Branch manages a network of **heritage facilities** throughout the province including Barkerville Historic Town, Fort Steele Heritage Town, Kilby General Store Museum, Point Ellice House, Helmcken House, and Craigflower Farmhouse and School. Staff are responsible for the preservation and protection of artifacts and archival collections, the security and maintenance of the properties, and marketing strategies.

As manager, interpreter and conservator, the branch presents the history and lifestyle of each property through special events, guided tours, demonstrations and displays. There is active participation by volunteers and co-operative activities with community and business groups.

Regional offices:

Northern Interior Region
Barkerville Historic Town
Box 19
Barkerville V0K 1B0
Phone 994-3332

Southern Interior Region
Fort Steele Heritage Town
Fort Steele V0B 1N0
Phone 489-3351

South Coast Region
Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4697

LIBRARY SERVICES BRANCH MARC 6

Third Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1791

The Library Services Branch provides support to **public libraries** through funding, consultation, technical services, training, and production and distribution of special materials for the **print-handicapped.** The branch also offers **direct mail** library services to areas not served by a public library, promotes the use of public libraries, and facilitates the sharing of information between libraries. Public libraries in over 291 communities reach more than 97 per cent of the population.

Grants are available for operating assistance to every public library established under the Library Act including federated libraries, consolidated libraries, municipal public libraries, and public library associations.

Special project grants support a number of library initiatives, including trustee training, summer reading programs for children, promotion of literacy, secondment of library staff with specialized skills, writer's workshops, a depository system for government publications, publishers' exhibits, purchase of multilingual books and catalogues, and support to provincial library associations.

Publications:

Book Catalogues
British Columbia Public Libraries Statistics
B.C. Public Libraries in the News
Current Contents
Public Library Legislation: a Proposal for Public Review
Your Choice

Regional Offices:

50L, 4946 Canada Way
Burnaby V5G 4H7
Phone 660-7343

18 — 19th Avenue South
Cranbrook V1C 2N1
Phone 426-1260

3907 — 15th Avenue
Prince George V2N 1A5
Phone 565-6335

MINISTRY LIBRARY MARC 7

First Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1440

The ministry library provides services primarily to ministry staff. In addition to books and periodicals pertaining to ministry programs, the collection includes statutes and regulations, directories, unpublished reports, audio and visual items. A newspaper clipping service is one of the specialized services for staff and an on-line catalogue provides easy access to the collection.

PROGRAM AND CLIENT RELATIONS BRANCH MARC 8

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-2425

The Program and Client Relations Branch is responsible for the co-ordination and administration of issues management for the ministry, supervision of the Public Affairs Branch, and the development and evaluation of programs for the Culture, Recreation and Historic Resources Department.

The branch is also responsible for **New Initiatives,** a three part assistance program that encourages provincial sports or arts organizations to host national and international competitions in British Columbia; encourages new museological, archaeological or heritage projects by institutions not presently receiving funding for these purposes; and supports major new programs in cultural and recreation areas recommended by boards or committees.

Branch staff initiate policy and procedures related to the ministry briefing book, and the preparation of issue papers, briefing notes and position papers. Staff also evaluate and review lottery-based programs and budgets.

PUBLIC AFFAIRS BRANCH MARC 9

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4089

The Public Affairs Branch provides information to the public, the media and the ministry's client groups on the ministry's purpose and programs. The branch produces print, spoken and audio-visual materials, promotes positive media relations, and provides accessible information on ministry activities.

The branch also provides communications and marketing support to other branches in the areas of local government, recreation and sport, heritage, culture, and safety and standards.

ROYAL BRITISH COLUMBIA MUSEUM MARC 10

675 Belleville Street
Victoria V8V 1X4
Phone 387-3014 for recorded program information, 24 hours/day; or 387-3701

The Royal British Columbia Museum is the heritage flagship of the ministry. The collections comprise a vast resource of information about the **human and natural history** of the province. The museum provides leadership by example, offering advice and guidance to other museums throughout the province and elsewhere.

The museum acquires and preserves artifacts and specimens that represent British Columbia's human and natural history. The information gained through research on the collections is made available to the general public through exhibitions, publications, school programs and special events.

The museum is open from 10 a.m. to 5.30 p.m. daily.

Publications:

The Birds of British Columbia
Buttercups, Waterlilies and Their Relatives
Histories, Territories and Laws of the Kitwancool
The Mammals of British Columbia
Rocks, Rigs & Roughnecks: British Columbia's Oil and Gas Story
Senewlets: Culture History of the Nanaimo Coast Salish and the False Narrows Midden

Thompson Ethnobotany: Knowledge and Usage of Plants by the Thompson Indians of British Columbia
The Vascular Plants of British Columbia
The Vertebrates of British Columbia
White Bears and Other Curiosities: The First 100 Years of the Royal British Columbia Museum

SPORT AND RECREATION DIVISION MARC 11

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1184

The Sport and Recreation Division provides leadership, policy and programs in amateur sports, recreation, and physical fitness in British Columbia. **Funding,** advice and training are provided to approximately 110 provincial and 320 community recreation and sport organizations. With over 700,000 registered members, these organizations provide local service and encourage participation in sport and recreation.

Publications:

Action Challenge: Strategic Direction for Recreation (summary)
Aquatic and Arena Facility Review
Choosing the Right Sport Surface
Sport and Recreation Grants (annual)
Sport Field Maintenance and Standards
Sport Funding Guidelines and Procedures (manual)
Sport Macroscope: A Planning and Evaluation Tool to Help Provincial Sport Organizations and the Province Enhance Sport Development in B.C.
Track & Field Facility Standards and Guidelines

ADMINISTRATION AND FINANCIAL SERVICES BRANCH MARC 12

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1186

The Adminstration and Financial Services Branch provides a range of support services to the division including personnel, clerical and computer support, grant processing and monitoring, communication and information dissemination, and liaison with other branches in the ministry.

RECREATION AND COMMUNITY SERVICES BRANCH MARC 13

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1169

The Recreation and Community Services Branch is responsible for liaison with fitness and amateur sport programs and provincial recreational organizations; assistance to recreational leadership training programs; consultation on volunteer services for recreation programs and organizations; and advice and assistance concerning recreational programs for special groups such as **Natives** and **youth.**

Funding is provided to assist in the operation of recreation commissions not having full-time staff; the development of community recreation leadership projects; training opportunities for volunteers in management roles through the **Skills Program;** and the provision of planning and resource materials to school and community agencies, through sport, recreation, and fitness participation programs for residents of all ages and abilities.

SPORT SERVICES BRANCH MARC 14

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-1181

The Sport Services Branch provides leadership, policy and program development assistance and funding to provincial sport organizations. The branch also has responsibility for **Team B.C.,** major multi-sport games, and liaison with the host societies for major games and sport events.

Funding is provided to students and agencies in support of the **National Coaching Certificate Program;** athletes in recognition of outstanding performance; and provincial sport organizations for the development of sport activities and volunteer leadership.

Other contacts:

B.C. Summer and Winter Games Society
200, 990 Fort Street
Victoria V8V 3K2
Phone 387-1375

FINANCE, ADMINISTRATION AND INFORMATION SYSTEMS MARC 15

ADMINISTRATION BRANCH MARC 16

Third Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-7912

The Administration Branch plans, co-ordinates and maintains the physical and operational requirements of the ministry by providing the necessary tools to carry out day-to-day and long-term functions. Branch responsibilities include postal services, asset inventories, telecommunication services, vehicle fleet, purchasing functions, and records and forms management, and management of office space.

FINANCIAL SERVICES BRANCH MARC 17

Fourth Floor, Johnson Street
Victoria V8V 1X4
Phone 387-4082

The Financial Services Branch co-ordinates and maintains programs related to financial administration for all branches of the ministry, and ensures that the requirements of the Financial Administration Act are met both internally and externally.

Branch services include budget co-ordination, preparation and submission, budget monitoring and variance analysis; commitment control; financial planning; forecasting and control; disbursements; accounting; payroll; financial reporting; revenue management and control procedures; and chart of accounts maintenance for all ministry operations including special accounts and special funds. In addition, the branch administers the **Municipal Aid Act** and the **Revenue Sharing Act**.

HOME OWNER GRANT ADMINISTRATION BRANCH MARC 18

Fourth Floor, Johnson Street
Victoria V8V 1X4
Phone 387-4083

The Home Owner Grant Administration Branch is responsible for administering and ensuring compliance with the **Home Owner Grant Act.** The Home Owner Grant is available annually to eligible home owners as a reduction to property taxes and is applied first to school taxes, excluding amounts approved by referendum, and second to general municipal taxes.

INFORMATION SYSTEMS BRANCH MARC 19

Third Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-3126

Regional Office:
201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6602

The Information Systems Branch provides technical and support services to all branches of the ministry to address system-related requirements, including the assessment of branch requirements and advice on the implementation and best use of system-related technology.

HUMAN AND CORPORATE DEVELOPMENT MARC 20

CORPORATE PLANNING BRANCH MARC 21

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-3394

The Corporate Planning Branch provides a range of consulting and co-ordination services to assist the ministry in addressing corporate issues. The branch ensures regular review and updating of the ministry **Strategic Plan,** integration of the plan with the long-range planning activities of the government, and development of branch action plans to achieve corporate objectives.

PERSONNEL SERVICES BRANCH MARC 22

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-9176

The Personnel Services Branch provides ministry management with technical advice on matters related to the allocation, selection, performance appraisal, and training of staff. In addition, the branch provides guidance on labour relations in the workplace, accident prevention, benefit administration, classification of positions, organization design, and employee counselling, under the provisions of the Public Service Act.

An **Employee Fitness Program** was implemented by the branch in 1989 and continues to increase staff awareness of health, wellness, and motivation towards positive lifestyle changes.

SERVICE QUALITY MARC 23

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-3394

The Service Quality co-ordinator facilitates the planning and implementation of initiatives to enhance service quality to internal and external ministry clients. The co-ordinator provides consultation and support to ministry staff, organizes workshops, identifies educational resources, and represents the ministry on the **Service Quality Co-ordinators Council.**

UNIVERSITY ENDOWMENT LANDS ADMINISTRATION MARC 24

5495 Chancellor Boulevard
Vancouver V6T 1E2
Phone 660-1808

The University Endowment Lands (UEL) Administration provides a complete range of **local government services** to the residents of the UEL at the University of British Columbia. These services include plan checking, building and plumbing permits, inspections, and maintenance of utilities, roads, sidewalks and landscaped areas.

UNIVERSITY ENDOWMENT LANDS FIRE DEPARTMENT MARC 25

2992 Wesbrook Mall
Vancouver V6T 2B7
Phone 822-8282 or 660-1811

The University Endowment Lands Fire Department provides fire protection, fire prevention, first response emergency medical assistance, and response to hazardous material spills and other emergencies within the UEL and the University of British Columbia.

WOMEN'S PROGRAMS BRANCH MARC 26

Third Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4813

The Women's Programs Branch assists ministry women in attaining **equal opportunity** for employment and career advancement and equal representation and participation at all levels in the ministry. In addition, the branch addresses issues and special needs of women.

Branch staff facilitate awareness of women's programs and establish training, development, and support structures to meet the needs of women in the ministry.

LOCAL GOVERNMENT SERVICES MARC 27

DOWNTOWN REVITALIZATION BRANCH MARC 28

Fifth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-8705

The branch fosters joint efforts by merchants, municipalities and the province to improve the physical appearance and promotion of downtown, commercial and tourist areas in communities throughout British Columbia.

Advice and guidance, as well as loans, grants and other economic incentives, are provided to municipalities and merchants. Staff work closely with consulting firms whose services are used by municipalities for the purposes of economic or revitalization planning and design.

The **Downtown Revitalization Program** administers grants to assist with strategies and goals; preliminary financial estimates, timetables, and visual presentations of plans; capital costs to pay for improvements in the downtown public area, and development of storefront design guidelines.

The **Business Improvement Area Program** helps business people with the costs for marketing and promotion of specified commercial areas in municipalities. Financial assistance is provided for information packages, the start-up of a business improvement office, first-year salaries for the office, and market studies.

The **Village Square Program** assists communities with less than $60 million (1989 assessment) to improve their shopping and tourist areas. Capital costs and low-interest loans are provided in addition to grants similar to those under the Downtown Revitalization Program and the Business Improvement Program.

The **Transmission Line Underground Program** provides a grant for one-third of the capital cost of placing utility lines underground. Priority is given to downtown and tourist areas.

MUNICIPAL ADMINISTRATIVE SERVICES BRANCH MARC 29

Fourth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4022

The Municipal Administrative Services Branch provides assistance and direction to municipalities and regional districts with respect to **legislation** and other administrative requirements. The branch works with local government to review **bylaws** for substance and form; prepare recommendations for approval by the Minister or Inspector of Municipalities as required under the Municipal Act or other legislation; co-ordinate with other agencies where required; and evaluate information and prepare documentation on matters related to regional district services, municipal boundary extensions, and local government administration.

Publications:

A New Foundation for Regional Government (bulletin)
Municipal Statistics (annual)
Regional Districts in British Columbia (leaflet)
Statistics Relating to Regional and Municipal Governments in British Columbia (annual)

MUNICIPAL DEVELOPMENT SERVICES MARC 30

Fourth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4039

The Municipal Development Services Branch provides advisory and supervisory services, financial assistance, and legislation for **local government planning and development.** The branch works with municipalities and regional districts to promote efficient and effective community development planning; develop and promote a comprehensive, cost-conscious and environmentally sensitive approach to community planning, servicing and growth; improve the legislation, regulations and operating procedures to facilitate and manage growth and economic development; and co-ordinate policies and programs of local governments and the Ministry of Municipal Affairs with those of other ministries and the private sector in major development projects.

The branch manages a number of financial assistance programs to assist local government in planning activities, developing **bylaws,** preparing hazard land management strategies and guidelines for land use, and preparing road and drainage reports. In addition, there are municipal incentive grants to assist in strategies for **multiple family rental housing.**

MUNICIPAL INVESTIGATIONS BRANCH MARC 31

Fourth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4098 or 356-9073

The branch investigates **public complaints** about local government and provides information about decisions made by the Inspector of Municipalities.

Staff are available to the general public to resolve dissatisfaction with the local government process; provide clarification and advice on the legislative process of local government; and assist in identifying the appropriate local authority for specific issues.

MUNICIPAL FINANCIAL SERVICES BRANCH MARC 32

Fourth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4060 — Municipal Financial Services
Phone 387-4027 — Improvement District Services

Municipal Financial Services provides advice, direction, financial assistance and legislation to help maintain the financial viability of local government.

Staff work with municipalities, regional districts and improvement districts. Good financial management in local government is promoted through consultation with local officials, approval of long-term borrowing proposals, review of financial statements, field visits, and attendance at local government association conferences and meetings. In addition, staff recommend legislation and policy with respect to financial matters, co-ordinate the water and sewer capital grant program under the Revenue Sharing Act, and promote good administrative practices in improvement districts by providing advice and direction on **bylaws** and structure.

Publications: *New Directions for Local Government Finance: The Next Steps* (Parts 1, 2 & 3).

MUNICIPAL ENGINEERING SERVICES MARC 33

Fourth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4077

Municipal Engineering Services provides engineering support for ministry programs. General advisory services are provided to local government, especially to smaller municipalities. Engineering studies are undertaken in situations of special provincial interest. Advisory and supervisory services are provided to improvement districts.

Program areas include evaluation of grant applications under the **Water and Sewage Construction Grant Program** and assignment of technical priorities so that available funds can be efficiently allocated; and administration of the **Water and Sewer Study Grant Program,** which encourages sound municipal infrastructure planning and needs assessments.

ORGANIZATIONAL POLICY BRANCH MARC 34

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4054

The Organizational Policy Branch manages the ministry's **local government restructure program,** working with municipalities, regional districts and citizen groups within unorganized areas. This program includes incorporation of new municipalities, amalgamation or restructure of existing municipalities and regional districts, and major boundary adjustments for municipalities and regional districts.

The branch helps resolve inter-jurisdictional disputes. It also undertakes studies of regional district service delivery and plays a role in the evolution of governance in rural areas, particularly by faciliating the creation of local communities under the regional district umbrella.

The branch facilitates structural change in local government through the provision of information, technical advice and financial assistance. Financial assistance, in the form of restructure study grants and transitional assistance grants, is designed to assist communities in studying, planning, organizing and implementing local government restructures. These grants are provided under Part X, Restructuring Assistance of the Revenue Sharing Program. The branch also co-ordinates restructure assistance from complementary programs in the Ministry of Transportation and Highways, which provides transitional assistance with **local road costs,** and the Ministry of Solicitor General, which provides transitional assistance with local ministry **policing costs.**

POLICY AND RESEARCH BRANCH MARC 35

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4050

The Policy and Research Branch provides policy development, program development and research services to all branches of the ministry, and the ministry's local government clients relative to local government policy and legislation and to **taxation** and fiscal policy.

Ministry policy and legislation concerning local government includes elections, service and regulatory powers, procedures, liability, aspects of finance, local government structure and taxation, real property assessment, and revenue sharing. Research is also provided in respect to the above and in matters related to urban affairs.

The branch administers the **Board of Examiners.** The board issues four levels of professional certificates to local government officials, in addition to education and training scholarships to improve their skills. The Board of Examiners can be contacted at Sixth Floor, 800 Johnson Street, Victoria V8V 1X4; phone 387-4053.

ASSESSMENT APPEAL BOARD MARC 36

101, 22356 McIntosh Avenue
Maple Ridge V2C 3C1
Phone 463-9300

The Assessment Appeal Board has jurisdiction to hear all assessment appeals from the Courts of Revision and may make an order as to whether land and improvements have been properly valued or classified and determine other matters as defined by the Assessment Act and related statutes.

SAFETY AND STANDARDS MARC 37

Sixth Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4095

The department develops technical standards and provides inspection services throughout the province to ensure that construction, operation and maintenance of buildings, engineering systems and transportation facilities are in accordance with safety objectives.

BUILDING STANDARDS BRANCH MARC 38

Third Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 387-4010

The Building Standards Branch provides a comprehensive support service on the use and application of the Provincial **Building and Plumbing Codes** so that they reflect user needs and ensure and maintain safety standards for the general public. This service includes developing and implementing changes to the Building and Plumbing Codes at the provincial level.

Branch staff provide code users with education and information to assist in the interpretation and application of the codes, bulletins and resumes of Appeal Board decisions in order to maintain uniformity of code application. A telephone service provides technical advice and settles disputes between code users on an informal basis. Branch staff also provide liaison with federal and other provincial code authorities.

Publications: *British Columbia Building Code Change Process: Change Proposals for the 1990 B.C. Building Code* and *Building Standards Bulletin.*

ENGINEERING AND INSPECTION BRANCH MARC 39

4299 Canada Way
Burnaby V5G 1H9
Phone 660-5960

The Engineering and Inspection Branch is responsible for the administration and enforcement of the **Railway Act** and the **Pipeline Act.** These acts ensure that railway, pipeline and aerial tramway operations (including ski lifts and gondolas) meet standards for the safety of employees and the public.

Branch staff approve designs and construction, conduct safety inspections, certify operating employees, and ensure that legislation and safety standards are maintained. In addition, staff are responsible for investigating accidents covered by the acts, and monitoring and/or specifying actions to be taken to maintain a safe environment.

Regional offices:

10600 — 100th Street
Fort St. John V1J 4L6
Phone 787-3409

56, 1860 Bredin Road
Kelowna V1Y 4R3
Phone 861-7290

602, 1488 Fourth Avenue
Prince George V2L 4Y2
Phone 565-6235

OFFICE OF THE FIRE COMMISSIONER MARC 40

Third Floor, 800 Johnson Street
Victoria V8V 1X4
Phone 356-9000

The Office of the Fire Commissioner is responsible for the administration and enforcement of the **Fire Services Act and Regulations,** designed to reduce injuries, loss of life and loss of property from fire.

Working with municipalities, regional districts and other branches of the provincial government, the commissioner and staff advise on the establishment of fire departments and fire prevention measures; establish minimum standards for selecting and training fire service personnel; collect, study and publicize information on fires; assist fire departments in their inspections and fire investigations; assist in the uniform enforcement of the Fire Services Act and Regulations; assist fire departments at incidents involving hazardous materials where there is potential for fire or explosion; exercise evacuation authority when appropriate; and investigate fires where there is loss of life, significant financial loss or where a crime is suspected to have occurred. The office also provides funding for the Fire Academy.

Publications: *The InFIREmation Newsletter.*

Regional offices:

204, 117 — 10th Avenue South
Cranbrook V1C 2N1
Phone 426-1272

403, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4001

9 Bowen Centre, 1925 Bowen Road
Nanaimo V9S 1H1
Phone 755-2400

315, 1488 Fourth Avenue
Prince George V2L 4Y2
Phone 565-6170

102, 10334 — 152nd Street
Surrey V3R 7P8
Phone 660-9026

SAFETY ENGINEERING SERVICES DIVISION MARC 41

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6286

The division has responsibility for providing a safe living and working environment within the context of the governing acts and regulations. This is accomplished through programs involving inspection, certification, licensing, examination, equipment and material approval, education, codes and standards development, and accident investigations.

BOILER AND PRESSURE VESSEL SAFETY BRANCH MARC 42

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6251

The branch is responsible for enforcing the **Power Engineers and Boiler and Pressure Vessel Safety Act and Regulations** to provide a safe living and working environment. The branch ensures safety in the design, manufacture, construction, installation, operation, and repair of boilers, pressure vessels, refrigeration plants, and pressure piping systems; inspects installations on a regular basis; regulates and interprets codes and standards; provides education and information on all safety matters to the public, trade and industry; administers interprovincial power engineer examinations and certification programs; and audits manufacturers and fabricators against national and international standards.

The **Power Engineers and Boiler and Pressure Vessel Safety Advisory Committee** advises the director of any suspension and revocation of certificates of competency. Additional responsibilities include providing advice to the minister in regard to the act and regulations on the safety of equipment to which the act applies; on the effectiveness of plant safety programs; and on the qualifications, examinations and classifications of power engineers, inspecting power engineers, pressure welders, boiler and refrigeration plant operators and contractors.

Field offices:

Building A
24, 2773 Barnet Highway
Coquitlam V3B 1C2
Phone 660-8660

10600 — 100th Street
Fort St. John V1J 4L6
Phone 787-3230

440, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4530

20635 Fraser Highway
Langley V3A 4G4
Phone 530-7107

13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2320

310 Ward Street
Nelson V1L 5S4
Phone 354-6544

3740 Opie Crescent
Prince George V2N 4P7
Phone 565-6052

109, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3265

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6250

First Floor, 4248 Glanford Avenue
Victoria V8Z 4B8
Phone 356-8551

ELECTRICAL SAFETY BRANCH MARC 43

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6262

The Electrical Safety Branch is responsible for enforcing the provisions of the **Electrical Safety Act and Regulations** to provide a safe living and working environment. The branch inspects and audits electrical work conducted by contractors and homeowners; develops and interprets codes and standards; registers and audits contractors; provides regulations and procedures for equipment approval; and provides education and information on all safety matters to the public, trade and industry.

The **Electrical Safety Advisory Committee** advises the Minister with respect to all matters relating to electrical safety and electrical equipment.

Publications:
B.C. Electrical Code
B.C. Amendments to the Canadian Electrical Code
B.C. Electrical Safety Bulletins
Electrical Safety Matters
Standard for Overhead Line Construction
General Requirements for the Approval of Electrical Equipment
Warning Electrical Cord Connectors
Be Safe Buy Safe
Electrical Safety Information for the Home
Electrical Work Regulation Update
The facts about Aluminum Wiring in the Home
Extension Cord Safety
Play it Safe — Update home electrical protection with GFCI's
Schedule of Fees

Field offices:

Regional office
1B, 33820 South Fraser Way
Abbotsford V2S 5G7
Phone 852-5270

100B, 4185 Still Creek Drive
Burnaby V5C 6G9
Phone 660-8661

B.C. Access Centre
101, 1180 Ironwood Street
Campbell River V9W 5P7
Phone 286-7653

B.C. Access Centre
45850D Yale Road
Chilliwack V2P 2N9
Phone 795-8402

Regional office
24, 2773 Barnet Highway
Coquitlam V3B 1C2
Phone 660-8660

Regional office
B.C. Access Centre
2500 Cliffe Avenue
Courtenay V9N 5M6
Phone 334-1222

Regional office
B.C. Access Centre
1, 100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1277

B.C. Access Centre
101, 1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2380

Provincial Building
301, 238 Government Street
Duncan V9L 1A5
Phone 746-1324

B.C. Access Centre
10600 — 100th Street
Fort St. John V1J 4L6
Phone 787-3230

Regional office
440, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4530

Regional office
1913 Kent Road
Kelowna V1Y 7S6
Phone 861-7313

20635 Fraser Highway
Langley V3A 4G4
Phone 530-7107

B.C. Access Centre
Bag 4400, 2176 Quilchena Avenue
Merritt V0K 2B0
Phone 378-9376

310 Ward Street
Nelson V1L 5S4
Phone 354-6544

Box 7000
100 Mile House V0K 2E0
Phone 395-5523

Box 759, 124 McCarter Street
Parksville V0R 2S0
Phone 248-5311

103, 3547 Skaha Lake Road
Penticton V2A 7K2
Phone 492-1330

4515 Elizabeth Street
Port Alberni V9Y 6L5
Phone 724-9200

6953 Alberni Street
Powell River V8A 2B8
Phone 485-2524

Regional office
3740 Opie Crescent
Prince George V2N 4P7
Phone 565-6105

Courthouse
Prince Rupert V8J 1B7
Phone 627-0417

103A, 350 Barlow Avenue
Quesnel V2J 2C1
Phone 992-4301

148, 10451 Shellbridge Way
Richmond V6X 2W8
Phone 660-9433

B.C. Access Centre
Bag 100
681 Park Drive Northeast
Salmon Arm V1E 4S4
Phone 832-1688

Box 950, 102 Toredo Square
Sechelt V0N 3A0
Phone 885-5616

B.C. Access Centre
Bag 5000, Government Building
3793 Alfred Avenue
Smithers V0J 2N0
Phone 847-7202

Box 1008, 1350 Pemberton Avenue
Squamish V0N 3G0
Phone 892-3221

Regional office
B.C. Access Centre
109, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3265

Provincial Building, Box 1369
Vanderhoof V0J 3A0
Phone 567-6307

3201 — 30th Street
Vernon V1T 9G3
Phone 549-5596

Regional office
First Floor, 4248 Glanford Avenue
Victoria V8Z 4B8
Phone 356-8551

B.C. Access Centre
104c, 540 Borland Street
Williams Lake V2G 1R8
Phone 398-4481

ELEVATING DEVICES SAFETY BRANCH MARC 44

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6200

The Elevating Devices Safety Branch is responsible for enforcement of the **Elevating Devices Safety Act and Regulations.** The branch ensures safety in the design, manufacture, installation, operation and repair of elevating devices and amusement rides; inspects installations on a regular basis; develops and interprets codes and standards; registers and audits contractors; provides regulations and procedures for equipment approval; and provides education and information on all safety matters to the public, trade and industry.

The **Elevating Devices Advisory Committee** advises the minister on legislation related to elevating devices; advises the director on regulatory and technical matters; serves as a link between Elevating Devices Safety Branch, society, and industry; and advises on appeals.

The **Elevating Devices Appeal Board** reviews appeals and confirms, varies or reverses the decision of the director, and may order the appellant or any other person to comply with its decision.

Publications:
Code Interpretations
Elevating Devices Safety Act & Regulation
Elevator Contractor Licence Procedures
Schedule of Fees

Regional offices:

100B, 4185 Still Creek Drive
Burnaby V5G 6G9
Phone 660-8661

440, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4530

20635 Fraser Highway
Langley V3A 4G4
Phone 530-7107

B.C. Access Centre
13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2320

148, 10451 Shellbridge Way
Richmond V6X 2W8
Phone 660-9433

3201 — 30th Street
Vernon V1T 9G3
Phone 549-5597

4248 Glanford Avenue
Victoria V8Z 4B8
Phone 356-8548

GAS SAFETY BRANCH MARC 45

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6233

The Gas Safety Branch is responsible for enforcing the provision of the **Gas Safety Act and Regulations.** The branch inspects and audits gas installations by contractors and homeowners; develops and interprets codes and standards; certifies and audits contractors; provides regulations and procedures for equipment approval; provides education and information on all safety matters to the public, trade and industry; and examines and licenses gas fitters and contractors.

The **Gas Safety Advisory Committee** reports to and advises the Chief Inspector in regard to examinations for **certificates** issued under the Gas Safety Act;

reviews the evidence with respect to cancellation or suspension of a certificate of competency or a licence issued under the Act or the Regulations; and advises the Minister respecting the Act and the Regulations, and the safety of equipment to which the Act applies.

Field offices:

4185 Still Creek Drive
Burnaby V5G 4N4
Phone 660-6392

440, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4530

1913 Kent Road
Kelowna V1Y 1J2
Phone 861-7318

20635 Fraser Highway
Langley V3A 4G4
Phone 530-7107

3740 Opie Crescent
Prince George V2N 4P7
Phone 565-6175

MANAGEMENT SERVICES BRANCH MARC 46

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6294

The Management Services Branch is comprised of three sections: Administration, Finance and the regional office of the Information Systems Branch. Support staff are located in 36 regional and district offices. The branch provides support services to the Safety Engineering Division, selected services to the public and industry, and administrative and technical support services to the safety branches.

ADMINISTRATION SECTION MARC 47

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6286

The Administration Section assists the safety branches by providing office staff and space, telecommunication and postal services, equipment and supplies, and processing permits, certificates and licences.

Regional offices:

1B, 33820 South Fraser Way
Abbotsford V2S 5G7
Phone 852-5270

100B, 4185 Still Creek Drive
Burnaby V5C 6G9
Phone 660-0264

B.C. Access Centre
101, 1180 Ironwood Street
Campbell River V9W 5P7
Phone 286-7653

B.C. Access Centre
45850D Yale Road
Chilliwack V2P 2N9
Phone 795-8402

Building A
24, 2773 Barnet Highway
Coquitlam V3B 1C2
Phone 660-8660

B.C. Access Centre
2500 Cliffe Avenue
Courtenay V9N 5M6
Phone 334-1222

B.C. Access Centre
First Floor
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1277

B.C. Access Centre
101, 1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2380

Provincial Building
301, 238 Government Street
Duncan V9L 1A5
Phone 746-1324

B.C. Access Centre
Courthouse, 10600 — 100th Street
Fort St. John V1J 4L6
Phone 787-3230

440, 546 St. Paul Street
Kamloops V2C 5T1
Phone 828-4530

1913 Kent Road
Kelowna V1Y 7S6
Phone 861-7313

20635 Fraser Highway
Langley V3A 4G4
Phone 530-7107

B.C. Access Centre
13 Victoria Crescent
Nanaimo V9R 5B9
Phone 755-2320

Provincial Building
310 Ward Street
Nelson V1L 5S4
Phone 354-6544

Box 759, 124 McCarter Street
Parksville V0R 2S0
Phone 248-5311

103, 3547 Skaha Lake Road
Penticton V2A 7K2
Phone 492-1330

3740 Opie Crescent
Prince George V2N 4P7
Phone 565-6105

148, 10451 Shellbridge Way
Richmond V6X 2W8
Phone 660-9433

B.C. Access Centre
Bag 100, 681 Park Drive
Northeast
Salmon Arm V1E 4S4
Phone 832-1688

B.C. Access Centre
109, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3265

B.C. Access Centre
3201 — 30th Street
Vernon V1T 9G3
Phone 549-5596

First Floor, 4248 Glanford Avenue
Victoria V8Z 4B8
Phone 356-8551

FINANCE SECTION MARC 48

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6212

The Finance Section is responsible for maintaining standard accounting systems and procedures for the safety branches as well as control over accounts receivable and budget management.

INFORMATION SYSTEMS BRANCH MARC 49

201, 601 West Broadway
Vancouver V5Z 4G9
Phone 660-6602

Information Systems supports the Vancouver Safety Engineering Services Division offices with the development of computer systems and provision of assistance to staff using them.

ACTS MARC 50

The following Acts are administered by the Ministry of Municipal Affairs, Recreation and Culture.

Assessment Act
Assessment Authority Act
Building Safety Standards Act
Cultus Lake Park Act
Electrical Safety Act
Elevating Devices Safety Act
Fire Services Act
Fireworks Act
Gas Safety Act
Heritage Conservation Act
Home Owner Grant Act
Islands Trust Act
Klondike National Historic Park Act
Library Act
Local Services Act
Manufactured Home Tax Act
Ministry of Labour Act (re: gas, electrical, elevating devices, boiler & pressure vessel safety)
Ministry of Municipal Affairs Act
Municipal Act (except Part 20)
Municipal Aid Act
Municipal Expenditure Restraint Act (to be repealed)
Municipal Finance Authority Act
Municipal Improvements Assistance Enabling Act
Municipalities Assistance Act
Municipalities Enabling and Validating Act
Museum Act
New Westminster Redevelopment Act, 1989
Pipeline Act (except Part 7)
Power Engineers and Boiler and Pressure Vessel Safety Act
Provincial Transit Fund Act (to be repealed)
Provincial-Municipal Partnership Act
Railway Act (sections: 15-25, 28, 150, 152-162, 165-173 (1), 176-185, 188-194, 200 (2), 203-205, 208-212, 213 (4), 261-268, 279 (1 and 3), 280, 282-286, 287 (1) (a-c) and (f-k), 287 (2-5), 289-295)
Recreational Facility Act
Residential Property Tax Increase Limitation Act, 1989

Resort Municipality of Whistler Act
Revenue Sharing Act
Sechelt Indian Government District Enabling Act (section 4)
Sechelt Indian Government District Home Owner Grant Act
University Endowment Land Act (except sections 1 (1) (a and c), and 2 (1) (b))
Vancouver Charter

MINISTRY OF NATIVE AFFAIRS

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**Fifth Floor, 712 Yates Street**
Victoria V8V 1X4	**Victoria V8V 1X5**

There are some 2,300 Indian reserves in Canada; almost 1,650 of these are in British Columbia. The province is home to approximately 80,000 status Indians and at least as many non-status Indians and Metis.

Since 1988, the Ministry of Native Affairs has maintained an extensive network of contacts with most of the 197 bands and 30 tribal councils in the province. The ministry plays a special role that combines advocacy, policy development and co-ordination of provincial government activities related to Native affairs.

Since September, 1990, the ministry has also been involved with the federal government and the Native peoples of British Columbia in the negotiation of Native land claims.

ECONOMIC DEVELOPMENT AND FIRST CITIZENS' FUND NATA 1

Fifth Floor, 712 Yates Street
Victoria V8V 1X5
Phone 356-8286

This unit works to support Native economic development in British Columbia, in co-operation with Native people, other ministries, the federal government and the private sector. The unit develops strategies to increase **Native business, employment** and **economic development,** and administers the First Citizens' Fund.

The First Citizens' Fund is a $25-million special account created by the provincial government in 1969 to help Native people who were born in and currently reside in British Columbia. Interest earned on the fund is used to finance **loans** to Native people who want to start up, expand or upgrade businesses; **bursaries** for Native post-secondary students; and grants to 21 **Native friendship centres** across the province.

NATURAL RESOURCE MANAGEMENT NATA 2

Fifth Floor, 712 Yates Street
Victoria V8V 1X5
Phone 387-8689

The Natural Resource Management Unit works to encourage Native involvement in the management of British Columbia's natural resources. It works with other ministries and the federal government on natural resource management issues and policies which affect Native peoples. The unit ensures Native groups and organizations throughout British Columbia are informed about provincial government policies, programs and services related to natural resources.

COMMUNICATIONS AND PUBLIC CONSULTATION NATA 3

Second Floor, 712 Yates Street
Victoria V8V 1X5
Phone 356-0330

The Communications and Public Consultation Unit works to ensure British Columbians are aware of and understand the issues related to **Native land claims** negotiations and the positions, policies and programs of the provincial government as they relate to Native peoples.

The Communications section provides public relations services for the ministry including media liaison and the production and distribution of information materials. The Public Consultation section provides support for public consultation initiatives including the Third-Party Advisory Committee on Native Land Claims.

SOCIAL POLICY NATA 4

Second Floor, 712 Yates Street
Victoria V8V 1X5
Phone 356-7845

The Social Policy Branch works with other ministries on the development of effective social services and programs for, and by, Native people. Issues include education, alcohol and drug abuse, family violence and the justice system. The unit works to support increased control of social programs by Aboriginal peoples.

SELF-GOVERNMENT AND NEGOTIATIONS NATA 5

Second Floor, 1820 Blanshard Street
Victoria V8T 4J1
Phone 356-8279

This unit is responsible for negotiating outstanding **"cut-off" land claims** settlements and other land-related issues. It co-ordinates provincial government negotiations with bands and tribal councils seeking any form of self-government. The unit also develops and co-ordinates provincial policy related to **constitutional, legal** and **jurisdictional** issues.

LAND CLAIMS IMPLEMENTATION GROUP NATA 6

Second Floor, 1820 Blanshard Street
Victoria V8T 4J1
Phone 356-0213 FAX 356-0215

The Land Claims Implementation Group was established in August 1990 as part of the provincial government's decision to participate in land claims negotiations. The group co-ordinates the development of **land claims policies** and conducts **negotiations.** The group works closely with other provincial ministries to ensure that all relevant information is available when developing policies.

NATIVE CLAIMS REGISTRY NATA 7

Second Floor, 1820 Blanshard Street
Victoria V8T 4J1
Phone 356-0786

The Native Claims Registry is structured to receive land claims from British Columbia bands and tribal councils, assess the claims' viability for settlement and make recommendations on those claims suitable for negotiation.

AGENCIES

FIRST PEOPLES' HERITAGE, LANGUAGE AND CULTURE COUNCIL NATA 8

c/o 7, 2475 Mount Newton Crossroad
Saanichton V0S 1M0

The council administers a five-year $10.7-million program to help preserve and strengthen the culture and languages of the Aboriginal peoples of British Columbia through grants to **Native-operated centres.** The council also solicits private donations for this initiative.

PUBLICATIONS NATA 9

The following publications are available from the Communications section: *The Aboriginal Peoples of British Columbia: A Profile*; *The Communicator* newsletter, the *Ministry of Native Affairs* pamphlet and the *Information Update on Land Claims*. Phone 356-0330.

ACTS NATA 10

Indian Cut-off Land Disputes Act (Amendment not in force 1983-20-26), Chapter 50, Assented to July 23, 1982.
First People's Heritage, Language and Culture Act.
Bill 18-1988, Special Accounts Appropriation and Control Act, section six.

MINISTRY OF PROVINCIAL SECRETARY AND MINISTRY RESPONSIBLE FOR MULTICULTURALISM AND IMMIGRATION

PROVINCIAL SECRETARY
Parliament Buildings
Victoria V8V 1X4

DEPUTY PROVINCIAL SECRETARY
Parliament Buildings
Victoria V8V 1X4

The office of the Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration is located in Room 248 of the Parliament Buildings. Members of the public may write this office for information on ministry policies.

The office of the Deputy Provincial Secretary is also in the Parliament Buildings and is open from 8:30 a.m. to 4:30 p.m., Monday through Friday. General enquiries may be directed to this office.

Among ministry responsibilities of direct interest to the public is the British Columbia Archives and Records Service which maintains the province's collection of historic records. Other official documents in the ministry's custody are the Orders In Council, which are the records of the deliberation of the Lieutenant-Governor in Council, commonly known as Cabinet.

The ministry has administrative responsibility for Elections British Columbia, which registers voters and meets other formal requirements of the election process, including the compilation and publication of results.

Other activities include distribution of lottery profits among eligible community projects; support of special initiatives for the multicultural and disabled communities; establishing provincial immigration policies, and attracting and securing business immigration; and greeting services, including those for special visitors and distinguished citizens of the province.

BRITISH COLUMBIA ARCHIVES AND RECORDS SERVICE PSEC 1

General Enquiries:
Phone 387-5885 FAX 387-2072

This branch is responsible for providing centralized archives and records management services for all government records, and for acquiring, preserving and making available records, in all media and formats, of enduring value to British Columbia.

REFERENCE SERVICES PSEC 2

655 Belleville Street
Victoria V8V 1X4

Central Reference Desk:
Phone 387-1952 FAX 387-2072

This section provides **public access** to the **documentary heritage** of the province through archival records of the government of British Columbia; historical manuscripts, diaries, journals, and correspondence; maps; audio-visual material consisting of photographs, paintings, drawings and prints, film, sound and video recordings; an extensive library of publications on British Columbia history; and many British Columbia newspapers.

Reference Room Hours
8:45 a.m. to 4:45 p.m. Monday to Friday
(fully-staffed reference service)

4:45 p.m. to 10 p.m. Monday to Friday
(Registered researchers may have access to textual records and microfilm by advance arrangement.)

COMMUNITY ARCHIVES ADVISORY SERVICES PSEC 3

865 Yates Street
Victoria V8V 1X4
Archives Development Officer:
Phone 387-1321 FAX 387-5841

The **Community Archives Assistance Program** is a shared-cost grant program, funded to a level of $100,000 from the British Columbia Lottery Fund, and designed to help establish and develop community archives throughout the province.

Categories of eligible initiatives include archives establishment, community archives development, conservation, archival community networks and special projects.

The **Commmunity Archives Advisory and Training Program** is funded from the British Columbia Lottery Fund and has two components: Archives Advisory Services and Archival Training and Education.

Archives Advisory Services assists community archives with archives administration, planning and policy. It also offers technical advice in the areas of conservation, acquisition, accession and reference activities.

Archival Training and Education provides funds for curriculum development services and pilot courses. The program addresses the training and professional development needs of community archives.

ELECTIONS BRITISH COLUMBIA PSEC 4

Chief Electoral Officer and
Registrar General of Voters
1106 Cook Street
Victoria V8V 1X4
Phone 387-5305 FAX 387-3578

Elections British Columbia administers all provincial elections, by-elections, referendums, enumerations, and voter registration and awareness programs.

Registering as a voter in provincial elections is possible year-round at the offices of Registrars of Voters and Government Agents. Both are listed in the Blue Pages of the telephone book in the Governments-British Columbia section under "Elections". All Government Agent Offices are listed in this publication under the Ministry of Development, Trade and Tourism (DTT 43).

LOTTERY GRANTS PSEC 5

1117 Wharf Street
Victoria V8W 2Z2
Phone 356-1187 FAX 356-9358

This branch administers grant programs financed by the British Columbia Lottery Fund, which receives the net proceeds from lotteries operated by the British Columbia Lottery Corporation.

There are two grant programs. **GO B.C. (Growth and Opportunities British Columbia)** provides partial funding through capital grants for social, cultural, environmental, recreational, health and community development projects. **Inprovince Travel Grants** (phone 356-1189; FAX 356-9358) provides assistance to non-profit groups to help cover the cost of travel within the province.

MULTICULTURAL PROGRAMS PSEC 6

902, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2395 FAX 660-1150
Zenith 2863 (toll free)

This branch provides liaison between government and multicultural community groups. Program initiatives include providing staff support for the **Cabinet Committee on Multiculturalism** and the **Advisory Council on Multiculturalism.** Support includes research, policy analysis, and review of funding requests made to government; liaison and advice to government ministries and agencies on multicultural-related matters; and the development of multicultural initiatives.

Under the **Heritage Language Program**, the ministry provides $250,000 for heritage language Saturday school programs. The money helps to pay for teaching aids and professional development.

Under the **Community and Race Relations Program**, the ministry provides grants of up to $25,000 to community-based agencies and non-profit societies to help fund projects and activities which promote harmonious race relations within British Columbia; to foster social development through improved understanding of multiculturalism and awareness of the province's cultural diversity; and to encourage an understanding of and appreciation for racial and cultural diversity through public education.

Multicultural Programs distributes a *Newcomers' Guide to Resources and Services in British Columbia*, a 150-page publication designed to help those new to British Columbia find and access services.

IMMIGRATION POLICY BRANCH PSEC 7

Fifth Floor, 1405 Douglas Street
Victoria V8W 3C1
Phone 387-7970 FAX 356-5316

The Immigration Policy Branch is responsible for the development and coordination of immigration policies and programs on behalf of the province.

This function is carried out, in part, through the **Inter-ministry Working Group on Immigration** which the branch chairs. The policy and program development functions focus on three principle areas: immigration planning, selection, and settlement.

Immigration planning is conducted by the branch in federal government consultation for the national immigration levels plan, most recently for the 1991–95 consultations, and through the negotiation of a federal-provincial immigration agreement.

The branch's focus on **immigrant selection** is concentrated on the labour market issues of foreign worker recruitment and includes the identification of skill shortages, human resource planning, private sector consultation and liaison, federal immigration procedural review, and foreign office liaison. Labour market adjustment involves the assessment of English as a Second Language (ESL) and literacy needs, training and upgrading requirements, and certification.

The branch's **immigration settlement** policy and program development functions apply to English as a Second Language needs, refugee claimants, the special needs of immigrant women and youth, liaison with immigrant serving agencies, and access to public services.

The branch also handles extensive casework, arising from public enquiries about provincial immigration policies and programs and related federal processes, and also produces publications for the public on a range of immigration policy topics.

BUSINESS IMMIGRATION BRANCH PSEC 8

629, 999 Canada Place
Vancouver V6C 3E1
Phone 844-1800 FAX 660-3917

The Business Immigration Branch identifies, encourages and assists successful foreign business ventures in British Columbia. The branch publicizes the province's sector and regional development priorities and guides potential and new business immigrants in their quests for suitable investment opportunities.

There are two categories of business immigrants: **investors** who passively invest in approved ventures before coming to British Columbia, and **entrepreneurs** who commit to establishing businesses in which they actively participate within two years of their arrival. The branch works with Canadian Immigration authorities to approve eligible investments for investors and to verify compliance when entrepreneurs meet their commitments.

The Business Immigration Branch produces seminars and publications in support of program objectives, and maintains contact with business immigrants to record program successes. It is estimated that at least 5,000 jobs have been created or sustained for British Columbians through investments by business immigrants over the past three years. From 1987 to 1990, business immigrants destined for British Columbia declared an aggregate net worth of $6 billion.

PROTOCOL BRANCH PSEC 9

Room 036, Parliament Buildings
Victoria V8V 1X4
Phone 356-7268 FAX 356-2814

The Protocol Branch provides service to all levels of the provincial government on matters of protocol. The staff plan and execute visits to the province by the Sovereign, the Governor-General, members of the Royal Family, heads of state and government, High Commissioners, ambassadors and other distinguished visitors.

The staff also plan and execute state and provincial ceremonies and arrange government-hosted banquets and other functions such as the **Long Service Awards Banquet** honouring public servants.

Under the **Hospitality Grants Program**, the ministry provides partial sponsorship of meal functions in connection with international, national or provincial conferences, conventions, or province-wide sporting events held in British Columbia.

The grants are provided only if a provincial Cabinet Minister or a designated Member of the Legislative Assembly supports the application and will be attending the meal function.

Hospitality grants are limited to $8 for each person attending the meal function, to a maximum of $2,000 or an amount not exceeding one-third of the cost of the meal (excluding rentals, liquor, gratuities, etc.)

The Protocol Office also has a supply of provincial **flags** available for Ministers, Members of the Legislative Assembly, and volunteer and non-profit organizations upon written request.

SUPPORT SERVICES PSEC 10

1117 Wharf Street
Victoria V8W 2Z2

This area develops and maintains management support in the areas of personnel, facilities, administration, finance and computer systems.

FINANCIAL SERVICES PSEC 11

Phone 387-0111

Financial Services performs the functions of financial co-ordination and processing, program analysis, and administration of the ministry's program areas and designated agencies. The unit is responsible for developing and maintaining effective financial and administrative policies and procedures to ensure the efficient utilization of the ministry's financial resources.

CENTRAL SERVICES PSEC 12

Phone 356-7117

Central Services is responsible for personnel and for facilities management and administrative services.

Personnel provides human resource services to ensure the ministry has an effective, flexible and well-developed workforce. It provides for staff recruitment, job evaluation, compensation, employee relations, benefits administration, youth employment program co-ordination, organizational development, training and development, human resource planning, and general employee counselling.

Facilities and Administrative Services manages facilities and administrative support services for the ministry. Its responsibilities include space allocation, asset requisition, telecommunications systems, vehicles, printing, general office supplies and records management.

COMPUTER SYSTEMS PSEC 13

Phone 387-1576

This branch supports the development and maintenance of computer-based information systems within the ministry and helps management and staff improve productivity and quality service.

COMMUNICATIONS PSEC 14

The ministry has two distinct communications offices.

The Public Relations Branch co-ordinates and disseminates information about the policies and programs of the Ministry of Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration.

The Public Affairs Bureau plans and co-ordinates the government's information services and ensures that information and advertising programs for all ministries meet professional standards.

PUBLIC RELATIONS BRANCH PSEC 15

1117 Wharf Street
Victoria V8W 2Z2
Phone 387-1311 FAX 356-8798

The Public Relations Branch provides professional public relations services to the Minister, Deputy Minister and ministry executive. It is also responsible for media relations and for co-ordinating the production of speeches, news releases, newsletters, and corporate communications.

The Public Relations Branch is responsible for a **Congratulatory Message Program** which co-ordinates requests for congratulatory messages from Her Majesty the Queen, the Governor-General of Canada, British Columbia's Lieutenant-Governor and other federal and provincial officials.

The messages are sent for birthdays (65th and over) and wedding anniversaries (25th and over). Nine weeks advance notice is required to allow sufficient time for processing.

The Public Relations Branch will provide **provincial lapel pin distribution** (phone 387-1473, FAX 356-8798) on request to the general public for presentation when travelling outside the province or for school exchanges, sporting events, trade missions, etc.

Individuals requesting pins can receive a maximum of 20; groups, a maximum of 100.

PUBLIC AFFAIRS BUREAU PSEC 16

612 Government Street
Victoria V8V 1X4
Phone 387-1337 FAX 387-3534

The Public Affairs Bureau co-ordinates the government's communications; helps ministries develop communication plans; conducts media relations and communications workshops for information personnel; and ensures that the public in all regions of the province are informed of government activities, programs and services through advertising, distribution of news releases and liaison with the media province-wide.

AGENCIES

PREMIER'S ADVISORY COUNCIL FOR PERSONS WITH DISABILITIES PSEC 17

520, 555 West 12th Avenue
Vancouver V5Z 3X7
Phone 660-1155 FAX 660-4593
Phone 1-800-663-1107 (toll free)

The council, composed of a chairman and 13 members, including a youth advisor, encourages and promotes greater participation of persons with disabilities in all aspects of the social, economic and cultural life of British Columbia.

The council advises the government on issues related to this goal.

ADVISORY COUNCIL ON MULTICULTURALISM PSEC 18

902, 865 Hornby Street
Vancouver V6Z 2G3
Phone 660-2395 FAX 660-1150
Phone Zenith 2863 (toll free)

The Advisory Council on Multiculturalism is made up of individuals nominated by community organizations across the province. The committee's mandate is to act as a broadly-based forum for receiving input from the cultural communities; give advice to the **Cabinet Committee on Multiculturalism** based on a regular review of issues of significance to the various cultural communities; provide advice on specific issues referred to the council from the Cabinet Committee; report to the Cabinet Committee regarding government policies and programs which affect the ethnocultural communities; and recommend initiatives to be undertaken.

PUBLIC SERVICE COMMISSION PSEC 19

Fifth Floor, 3301 Douglas Street
Victoria V8V 1X4
Phone 387-8085 FAX 356-1488

The Public Service Commission's responsibility is to hear and issue decisions on **appeals** from employees and the public who believe that the principle of merit has not been equitably applied to **public service job competitions.**

The commission consists of at least three members, one designated the chairman, who are appointed by Order In Council.

The ministry is also responsible for the British Columbia Lottery Corporation (see Crown Corporations, CC 6).

HONOURS AND AWARDS SECRETARIAT PSEC 20

c/o Deputy Provincial Secretary
Parliament Buildings
Victoria V8V 1X4
Phone 387-1616

The Honours and Awards Secretariat co-ordinates the Order of British Columbia, awarded annually to outstanding British Columbians.

PUBLICATIONS PSEC 21

Annual Report
Newcomers' Guide to Resources and Services in British Columbia.

ACTS PSEC 22

The ministry is responsible for the Acts listed below.

Blind Persons Contribution Act
British Columbia Day Act
Constitution Act
Document Disposal Act
Dogwood, Rhododendron and Trillium Protection Act
Douglas Day Act
Election Act
Electoral Boundaries Commission Act
Inquiry Act
Lottery Act
Lottery Corporation Act
Members' Conflict of Interest Act
Ministry of Provincial Secretary and Government Services Act (sections 2, 3, 5, 6, 7)
Ministry of Transportation and Highways Act (section 39)
Motor Carrier Act (section 52)
Premier's Advisory Council for Persons with Disabilities Act
Provincial Symbols and Honours Act
Public Service Act (section 7–11, 17)
Referendum Act
Scholarship Act
Vancouver Centennial Celebration Act
Westar Group Ltd. Special Provisions Act

MINISTRY OF SOCIAL SERVICES AND HOUSING

MINISTER	**DEPUTY MINISTER**
Parliament Buildings	**614 Humboldt Street**
Victoria V8V 1X4	**Victoria V8V 1X4**

The Ministry of Social Services and Housing serves British Columbians during times of need and assists them to regain or achieve self-sufficiency. In partnership with others, the ministry works to create a reality in British Columbia in which children will be free from abuse and neglect; people will be free from poverty; all will experience a healthy family environment within supportive communities; people with mental handicaps will achieve their maximum independence and participate as members of their communities; and all will have access to affordable and suitable housing.

INCOME ASSISTANCE SSH 1

614 Humboldt Street
Victoria V8V 1X4
Phone 387-1486

Except where noted, for more information, contact a local Income Assistance office (see the Income Assistance/Employment Initiatives Programs (I.A./E.I.P.) office listings, SSH 38).

The objectives of Programs for Independence are to assist eligible elderly and handicapped citizens with lifelong financial assistance to meet their basic needs, provide temporary financial benefits to people who are between jobs, and assist clients to achieve financial independence.

Programs for Independence (P.F.I.) comprise two major groups of benefits and services: temporary assistance programs and income assurance programs. Most of the programs are administered through the ministry's district offices.

TEMPORARY ASSISTANCE PROGRAMS SSH 2

Temporary assistance benefits and services are provided to eligible individuals while they are between jobs. Continued eligibility depends on the recipient's progress toward independence.

In addition to direct benefits and services, temporary assistance programs also provide access to other P.F.I. programs such as Employment Initiatives Programs and the Family Maintenance Program.

Basic Temporary Assistance includes a monthly allowance to cover shelter costs (the shelter allowance), and a monthly allowance to cover all other costs such as food and clothing (the support allowance). Additional allowances are also provided in specific circumstances.

Temporary Assistance for Transients includes provisions for short stays in available hostel facilities, as well as for food. The benefits are usually paid to the hostel operator or to the recipient in the form of a voucher.

Temporary Hardship Assistance includes emergency payments to applicants who are not eligible for basic temporary assistance benefits, but who have no other sources of funds to meet their needs for food and shelter and face undue hardship.

Child in Home of Relative Benefits assist a relative to meet the basic needs of a related child when the parent agrees and is unable to pay such costs in full.

Emergency Social Services in the Event of a Disaster include feeding, clothing, counselling, shelter and registration of victims, evacuees and response workers during civil emergencies and disasters. The Emergency Social Services Branch assists municipalities in planning these services and provides co-ordination and additional resources to augment municipal efforts during major disasters.

Additional allowances are available to eligible recipients of temporary assistance allowances. They include crisis grants, school start-up allowance, Christmas allowance, camp fees, emergency moving allowance, and comforts allowance.

Authority is provided to meet needs that are of an **emergency** or specialized nature, as well as to offer **additional support** to independence, such as transportation. One-time payments meet needs for services that are considered to be necessities of life.

Pamphlets available:
Programs for Independence: General Information
Programs for Independence: How to Apply for Benefits
Programs for Independence: Your Right to Appeal
Programs for Independence: Your Rights and Responsibilities
Programs for Independence (rate card)

Employment Initiatives Programs SSH 3

Through Employment Initiatives Programs (E.I.P.), applicants/recipients are given direct access to job boards and are given information about specific, available jobs. They are encouraged to establish a **wage subsidy** arrangement through direct negotiations with potential employers. Referral to rehabilitation officers by financial assistance workers is another support to independence offered by Employment Initiatives Programs.

The services available through Employment Initiatives Programs include information, assessment of employability, referral, **educational** support, **training** support, **job seeking** support, job placement, wage subsidization, and access to related ministry programs, such as **day care** and work clothing and transportation **allowances.**

Pamphlets available: *Programs for Independence: Assistance to Employment* and *Programs for Independence: Employment and Training Opportunities.*

Employment Plus is a major commitment of the Ministry of Social Services and Housing to provide employment opportunities to all Programs for Independence (P.F.I.) recipients.

Programs available under the Employment Plus initiatives are listed below.

The **Employment Opportunity Program** is a program designed to provide an incentive to employers to hire and train persons in receipt of P.F.I. benefits. Ministry rehabilitation officers may refer P.F.I. recipients to potential employers. When they are conducting their job search, P.F.I. recipients are also encouraged to offer the Employment Opportunity Program to employers as an incentive to hire.

The **Community Tourism Employment Training Program** is a program which provides employment and training opportunities for P.F.I. recipients in community tourism development projects.

The **Environment Youth Corps** is a program to provide employment and training for youth through non-profit organizations.

The **Forestry Enhancement Program** is a program providing six-month employment and training opportunities for P.F.I. recipients in forestry enhancement work throughout the province. The Ministry of Forests administers the program through private silviculture contractors.

For more information on the Employment Opportunity Program contact a local Income Assistance office (see the I.A./E.I.P. office listings, SSH 38).

For Community Tourism, Environment Youth and Forestry Enhancement programs, contact Employment Initiatives Project, Ministry of Social Services and Housing, Parliament Buildings, Victoria, V8V 1X4; phone 387-1486.

Pamphlets available: *Employment Plus: Community Tourism Employment Training Program* and *Employment Plus: Employment Opportunity Program.*

Family Maintenance Program SSH 4

Family maintenance services are provided to Programs for Independence (P.F.I). recipients who are eligible for **spousal** or **child maintenance.** The goal is to ensure that those who are responsible for providing financial support meet their obligations.

The pamphlet *Programs for Independence: Family Maintenance Services* is available.

INCOME ASSURANCE PROGRAMS SSH 5

Income assurance benefits are provided for the basic needs of individuals who are handicapped, aged 65 and over and not receiving federal Old Age Security, or aged 60 and over and whose income from Old Age Security, Guaranteed Income Supplement, Spouse's Allowance, and all other sources falls below the provincial guaranteed level.

Handicapped Benefits are available to people aged 18 to 64 with limited income and assets who meet the social and medical definition of a handicapped person. The handicapped designation is lifelong, and entitles the person to higher financial and health benefits than are available through temporary assistance programs.

The **Seniors Benefits** program uses an income and asset test to determine eligibility of persons aged 65 and older who do not receive Old Age Security, Guaranteed Income Supplement (G.I.S.), or Spouse's Allowance.

Pamphlets available:
Programs for Independence: General Information
Programs for Independence: How to Apply for Benefits
Programs for Independence: Your Right to Appeal
Programs for Independence: Your Rights and Responsibilities
Programs for Independence (rate card)

SENIORS SUPPLEMENT SSH 6

Ministry of Social Services and Housing
Box 2500
Victoria V8W 3A1
Phone 387-4331 in Victoria; 682-0391 in Vancouver
Elsewhere in province call operator and ask for Zenith 2656

The Seniors Supplement provides a guaranteed minimum income to seniors in receipt of federal Guaranteed Income Supplement (G.I.S.) and/or Spouse's Allowance. Eligibility is dependent on the amount of G.I.S. received. No application is required. Benefits are paid automatically, based on information supplied by the Old Age Security Division, Health and Welfare Canada.

Pamphlets available: *Seniors Supplement* and *Information for Seniors: Your Guide to Programs and Benefits in British Columbia* (available from the Ministry of Health).

SHELTER AID FOR ELDERLY RENTERS (SAFER) SSH 7

Ministry of Social Services and Housing
Box 2500
Victoria V8W 3A1
Phone 387-4331 in Victoria; 682-0391 in Vancouver
Elsewhere in province call operator and ask for Zenith 2656

The SAFER program provides direct cash monthly assistance to eligible senior citizens, aged 60 years and older on low to moderate incomes, who pay more than 30 per cent of their gross income on rent.

Pamphlets available include *SAFER: Shelter Aid for Elderly Renters* and *Information for Seniors: Your Guide to Programs and Benefits in British Columbia* (available from the Ministry of Health).

BUS PASS PROGRAM SSH 8

Ministry of Social Services and Housing
Box 1900
Victoria V8W 3J7

Phone 387-4331 in Victoria; 682-0391 in Vancouver;
elsewhere in province call operator and ask for Zenith 2656.

This program provides subsidized bus passes to aid and encourage the mobility of eligible low income senior citizens and recipients of Handicapped Benefits.

The pamphlet *Information for Seniors: Your Guide to Programs and Benefits in British Columbia* is available from the Ministry of Health.

MINISTRY INVESTIGATORS PROGRAM SSH 9

The objective of the Investigators Program is to prevent **fraud** and abuse of the Programs for Independence (P.F.I.). Investigators review all reports of fraud and program abuse, and train financial assistance workers to recognize fraudulent information on applications.

FAMILY AND CHILDREN'S SERVICES SSH 10

614 Humboldt Street
Victoria V8W 1X4
Phone 387-7071

For more information on any of the following programs, contact a local Family and Children's Services office (see the Family and Children's Services (F. & C.S.) office listings, SSH 38).

The objectives of Family and Children's Services are to ensure the safety and well-being of children and to assist with the preservation of the family unit.

There is a continuum of programs, from preventive programs which support and maintain families, to adoption which provides a permanent home for children who are unable to remain with their families. Family support services help families stay together and function as independently as possible. Child care services ensure the safety and well-being of all children. Residential services for children in care provide specialized parenting for children with behavioural, emotional or physical problems when their own families are unable to care for them. Adoption services find permanent homes for children whose families are unable to care for them.

FAMILY SUPPORT SERVICES SSH 11

Family Support Services promote and maintain the integrity of the family unit. The following programs offer counselling, parent training, temporary shelter, and rehabilitation resources to help British Columbia's families function as independently as possible in their own communities.

Children's Rehabilitation Resources are special programs which help children who are experiencing great difficulty at school or who have dropped out of school for social or emotional reasons. Programs are designed to help these young people acquire basic skills which will enable them to re-enter the regular **school** system or proceed to further **training** or **employment.**

Respite Resources are made available for families of children with special needs who are experiencing a temporary crisis or who need relief from providing 24-hour care to their child. The program offers intermittent out-of-home care for children with special needs to give families a needed break and to avoid further difficulties which might lead to the disruption of the family unit. The goal of the program at all times is to maintain the integrity of the family unit.

Family Support Homemakers provide household management or child care services for adults with mental handicaps who are in financial need, families with handicapped children, and families which have protection concerns.

The ministry purchases homemaker services from both proprietary agencies and non-profit societies at a rate set by the Ministry of Health. Families contribute to the cost of the service according to their income.

The **Special Services to Children and Families Program** makes the services of **child care workers** available for families with children who have exceptional physical, social or behavioural needs. The program supports families in caring for their children so they can remain in their own communities.

Families First SSH 12

The Ministry of Social Services and Housing provides, through contracts with community agencies, a wide range of services specifically targeted to families. The major commitment is to provide support and pre-protection services so as to prevent the need for children to come into the care of the ministry.

The following ministry programs are part of the Families First initiatives.

Under the **Family Advancement Program** the ministry contracts the services of Family Advancement Workers to help parents fulfill their responsibilities to their children. Family Advancement Workers work with the **schools** to identify **children who may be at risk.** Their families are then referred to the program and offered counselling in child care, behaviour management and household management.

Parent Training Homemakers train parents in basic coping skills, child guidance and discipline strategies, communications and household management.

The **Support to Young Mothers Programs** offer individual and supportive counselling to young and expectant mothers. Parent training skills are emphasized and assistance is given in developing a support network in the community.

Supportive Living Programs offer women in the last trimester of pregnancy a place to live, prenatal care, life skills training, parent training, and alcohol and drug abuse education. Assistance continues after the birth and the mothers are given support in making the decision to choose adoption or parenting.

Services to Parents and Children with Handicaps include a variety of new and enhanced support services, including respite resources, to assist handicapped parents and parents of handicapped children.

The pamphlets *At Home: Assistance to Children with Severe Disabilities*, *Infant Development Program*, and *Services for People with Mental Handicaps* are available.

Non-Residential Resources SSH 13

The ministry contracts services from non-profit societies to provide assessments, counselling, family support and work preparation and life skills for families and children in care.

The programs are offered to help prepare families to live independently and responsibly, to minimize placement changes for children in care and to help them to reintegrate into family living situations where appropriate.

Reconnect SSH 14

Reconnect is a program for **street kids** who may be involved in activities such as prostitution, drug and alcohol abuse and street crime. The goals of Reconnect are to help young people who are on the street to leave it for a healthier and safer lifestyle and to prevent other young people from becoming street kids.

The program includes counselling and life skills education relating to substance abuse and sexuality. Staff will make referrals to other agencies, where necessary, to ensure that each young person receives needed services and is tracked through the system.

In case of emergency, contact the **Helpline for Children** (dial "O" for operator and ask for Zenith 1234).

The pamphlet *Reconnect: Services for Street Kids* is available.

CHILD CARE SERVICES SSH 15

Under the mandate of the Family and Child Service Act, child care services are provided for children under 19 and their families who live in British Columbia. The objective of these services is to ensure the safety and well-being of children.

Protection of Children SSH 16

The Superintendent of Family and Child Service has a statutory obligation to investigate all reports of suspected **child abuse** or **neglect**, and to apprehend and bring before the **court** those children who are believed to be in need of protection. All complaints are investigated by a social worker from the local Family and Children's Services office.

Publications available include: *Protecting Our Children* and *Inter-Ministry Child Abuse Handbook, 1989* (available for purchase from Crown Publications Inc., 546 Yates Street, Victoria, B.C. V8W 1K8; phone 386-4636).

Helpline for Children SSH 17

The Zenith **Helpline for Children** provides a 24-hour telephone service for children, families and others to report situations of child abuse or neglect as well as crises or emergencies involving possible need for the protection of children. The Helpline is answered by a trained social worker who has information concerning the ministry's resources throughout the province.

To reach the Helpline, dial "O" and ask for Zenith 1234.

The pamphlet *Helpline for Children* is available.

RESIDENTIAL RESOURCES FOR CHILDREN IN CARE SSH 18

Residential Resources programs provide specialized substitute parenting for children with physical or behavioural problems where parents are unable to care for their child.

Residential Resources are available for children who are in the care of the Superintendent of Family and Child Service either by permanent wardship, temporary wardship, special care agreement, short term custody agreement or intermittent care agreement. Residential resources include foster homes, special care homes, group homes, specialized resources and intensive child care resources.

Foster Care is substitute parenting for children who, for whatever reason, cannot remain with their own families and are in the care of the Superintendent of Family and Child Service. The goal of foster care is to return children to their natural families as soon as possible. Therefore, foster care is usually temporary care.

Publications available include:
Foster Care: Do You Have What It Takes?
Help a Child to Move Ahead
We Need Parents Who Can Foster Traditions as Well as Children
A Guide to Foster Care in British Columbia, 1988 (available for purchase from Crown Publications).

Special care homes offer specialized care in a family setting for severely handicapped or disturbed children. Special care parents who have enhanced skills or education provide care for children who require greater assistance or commitment.

Special care homes work to assist children to achieve goals in their social, physical and emotional development in a home-like setting rather than in an institution. The provision of special care also assists families of severely handicapped or disturbed children to reassume their natural responsibilities.

Group homes offer 24-hour skilled parenting and child care services for children with moderate emotional disturbances or mental or physical handicaps.

The group homes are usually structured around a family model and provide group and individual counselling and recreation, planned contact with the child's family, support services to natural parents (where appropriate), consultations with community agencies, and activities designed to help integrate the child into the community.

Specialized Resources offer 24-hour specialized treatment and care for children with severe behavioural disturbances.

These services include **respite** care, receiving and assessment centres, **emergency receiving,** residential group resources and wilderness and ranch programs.

Many of the children taken into specialized resources have difficulty functioning in the community. Resource staff offer both individual and family counselling, as well as recreational, educational, cultural and employment-related programs to help children return to the community.

Intensive Child Care Resources (I.C.C.R.) is a program for severely disturbed children who require a range of services which call for a co-ordinated inter-ministry response.

The Ministry of Social Services and Housing provides the residential component of an inter-ministry response, supplementing other services offered by the Ministries of Attorney General, Education, Health and Solicitor General.

Accommodation can be provided in a special care home or in a specialized group facility.

ADOPTION SERVICES SSH 19

The ministry's adoption programs seek to locate suitable, permanent homes for children whose parents cannot care for them.

Ministry staff deliver a variety of services for children, adoptive parents, adult adoptees and birth parents choosing adoption. These include ministry adoptions, non-ministry adoptions, international adoptions and post-adoption services.

The **Assisted Adoptions Program** secures suitable adoption homes for children with special needs who would otherwise not be adopted.

Adoption assistance may include maintenance payments to meet the initial or ongoing expenses of raising the child or payments for services directly related to the special needs of the child. Assistance may be provided for present expenses as well as future costs, and may be provided to children up to the age of 19.

Enhanced Adoption Services improve the effectiveness of the placement of special needs children through the provision of specialized and intensive adoption services. There is one special needs adoption project now in place in the Lower Mainland.

The pamphlets *Adoption: Assistance for Children with Special Needs*, *Adoption: Special Needs Children* and *Adoption: General Information* are available.

COMMUNITY SUPPORT SERVICES SSH 20

614 Humboldt Street
Victoria V8V 1X4
Phone 387-1275

For more information, contact a local Income Assistance office (see the I.A./E.I.P. office listings, SSH 38).

Community Support Services help individuals and families achieve their potential for independence and community participation. Services include day care, support to children with special needs, services for people with mental handicaps, community projects funding and services to seniors.

DAY CARE SSH 21

The ministry's regular day care programs are designed to assist eligible families with their day care costs, maintain or create spaces through the provision of grants, and improve the availability and quality of family day care homes through support services like caregiver recruitment and training.

Under the **Day Care Subsidy Program,** eligible families of children up to and including age 12 may receive assistance with the cost of day care in both licensed and unlicensed family day care, group day care, in-own-home day care, pre-school and out-of-school day care facilities.

Eligibility is based on both financial and social criteria established by the GAIN regulations and the Canada Assistance Plan. Most of the parents receiving this assistance are working or attending school.

Pamphlets available include *Day Care Subsidy Program* and *A Parents Guide to Selecting and Monitoring Informal Day Care Arrangements*.

Under the **Day Care Grants Program,** emergency repair and relocation day care grants are provided by the ministry to non-profit societies to preserve existing day care spaces. Up to $5,000 is available when societies must make repairs or renovations to comply with licensing requirements, or when a facility must move to other premises.

Start-up grants, providing matching funds of up to $10,000, are available to assist with the cost of equipment, furnishings and minor renovations associated with opening or expanding a day care centre.

For more information, contact a regional office (see office listings, SSH 38) which will advise interested organizations of the local area or district office administering the Day Care Grants program.

The pamphlet *Day Care Grants* is available.

The **Day Care Support Program** aims to increase the availability of family day care arrangements, and to assist subsidized parents in selecting these arrangements. The ministry contracts with non-profit societies to provide the day care support services of caregiver recruitment, training and support, and assistance to parents who receive ministry day care subsidies.

SUPPORT TO CHILDREN WITH SPECIAL NEEDS SSH 22

For more information, contact a local Services to People with Mental Handicaps office (see the M.H. office listings, SSH 38).

Special Needs Day Care assists children from birth to age 12 to participate in day care programs by providing extra support services which address the child's special needs. The program offers specialized care, activities and supervision to optimize the child's social, emotional, physical and intellectual growth. Services may be provided in integrated or specialized centres.

Under the **Infant Development Program,** home-based services by professionally trained infant development consultants are available for parents of infants who display significant developmental delays as a result of **mental** or **physical handicaps.**

The objective of the Infant Development Program is to help parents develop positive and realistic expectations of their child's abilities, and to teach parents how to encourage their child's development.

The pamphlet *Infant Development Program* is available.

The **At Home Respite Program** provides **financial assistance** to families caring for children with severe disabilities to allow them to purchase respite services that meet their needs. Respite is short term care provided in or out of the family home by a caregiver chosen by the family. The At Home Respite Program is one component of the At Home Program, which is administered by the Health Services Division.

SERVICES FOR PEOPLE WITH MENTAL HANDICAPS SSH 23

For more information on the programs and services in this listing, contact a local Services to People with Mental Handicaps office (see the M.H. office listings, SSH 38).

Services for People with Mental Handicaps are designed with the objective of assisting individuals or families to become as independent as possible.

The **Community Residential Care Program** provides adults with mental handicaps with places to live in their own communities, and fosters as much independence as possible while ensuring the individuals' needs are met. Services range from full personal care to counselling and support for independent living.

There are four program models: the Semi-Independent Living Program, Intensive Adult Care Services, Respite Care, and the Community Residences Program.

The pamphlets *Community Living* and *Services for People with Mental Handicaps* are available.

Training and Support Programs for adults with mental handicaps include employment initiatives for the handicapped, self-help skills, achievement centres and supported work placements.

The **Employment Initiatives for the Handicapped Program** provides recipients of Handicapped Benefits with work experience to upgrade their work skills. Monthly allowances may be provided to cover program-related expenses.

The **Self Help Skills Program** is designed to enhance personal and social skills to enable people with mental handicaps to live as independently as possible. Services may be provided on a one-to-one basis or in a group, whichever best meets the needs of the individual.

The **Achievement Centres Program** provides financial assistance to non-profit societies which operate day programs designed to improve the personal, social or work related skills of persons with handicaps (aged 15 years and older). An allowance is available to eligible achievement centre participants to assist with the transportation costs of attending the centre.

The **Supported Work Placements Program** is designed to assist adults with mental handicaps to become integrated into the work force. Participants should be able to function initially with minimal support and be able to work independently within 36 months.

Services go beyond those extended in Achievement Centres and the Self-Help Skills program. Targeted to the individual, the employer or the community, services may include job training, monitoring and marketing. Clients may receive one-to-one or group assistance in a number of different work settings.

The pamphlet *Services for People with Mental Handicaps* provides more information on these programs.

The **Professional Support Services Program** assists contracted service providers, parents, and field staff to plan, implement, monitor and evaluate programs and services related to community living. The program also provides caregiver training opportunities.

COMMUNITY PROJECTS FUNDING SSH 24

For more information, contact a regional office (see Regional Offices, SSH 38).

The Community Projects Funding program helps non-profit societies offer community-based services to persons in need or likely to be in need.

The services eligible for funding through the program include those which complement and support services offered under statute by the ministry. They include family service projects, crisis centres, youth projects, services to low income groups, services to the handicapped and **volunteer bureaus.**

SERVICES TO SENIORS SSH 25

To contact a senior citizen counsellor, call a local district office (see District Offices, SSH 38).

The **Senior Citizen Counsellors Program** helps inform senior citizens in British Columbia of all services and programs available to them and provides informal counselling and support. Senior citizen counsellors are seniors who work as volunteers in co-operation with the Ministry of Social Services and Housing. They are familiar with local programs and services and can put seniors in touch with program staff, help fill out application forms, or advise on personal matters, such as wellness, consumer affairs and leisure activities.

The pamphlet *Senior Citizen Counsellors* is available.

MINISTRY SUPPORT SERVICES

ADMINISTRATIVE SERVICES DIVISION SSH 26

614 Humboldt Street
Victoria V8V 1X4
Phone 387-3411

Administrative Services staff arrange ministry office space, manage manuals and records, and are involved in purchasing furniture, office equipment and vehicles. The division's branches are Asset Management and Support Services Branch (387-3411), Procedural Services Branch (387-6009), and Property Management Branch (387-3965).

AUDIT SERVICES DIVISION SSH 27

Second Floor, 1001 Wharf Street
Victoria V8V 1X4
Phone 387-6379

The Audit Services Division monitors ministry systems and operations to assess internal control, and to determine whether policy is correctly and uniformly administered throughout the ministry.

COMMUNICATIONS DIVISION SSH 28

614 Humboldt Street
Victoria V8V 1X4
Phone 387-6485

The Communications Division is responsible for ministry communications to inform the public about activities and programs. It prepares and distributes press releases, pamphlets, newsletters and annual reports. The division is involved in issue management and production of promotional material to support program objectives and responds to a range of media and public inquiries.

CORPORATE SERVICES DIVISION SSH 29

614 Humboldt Street
Victoria V8V 1X4
Phone 387-4421

The three branches within the division are Emergency Social Services Branch (387-0030), Policy, Planning and Legislation Branch (387-4421), and Research, Evaluation and Statistics Branch (387-6460).

FEDERAL/PROVINCIAL AGREEMENTS DIVISION SSH 30

614 Humboldt Street
Victoria V8V 1X4
Phone 387-7032

The Federal/Provincial Agreements Division is responsible for negotiations under three agreements between the Province and the Federal Government. These agreements are the Canada Assistance Plan Agreement (C.A.P.), the Four Cornered Agreement to Enhance the Employability of Social Assistance Recipients, and the Memorandum of Understanding on Indian Child Welfare.

FINANCIAL PLANNING DIVISION SSH 31

614 Humboldt Street
Victoria V8W 2Z9
Phone 387-5035

The Financial Planning Division has two sections.

The **Financial Planning Section** (387-5035) co-ordinates budget preparation and review, prepares financial forecasts, maintains the ministry's Chart of Accounts, provides financial management reports, and ensures compliance with instructions of the Treasury Board and the Office of the Comptroller General.

The **Canada Assistance Plan (C.A.P.) Accounting Office** (387-3096) manages cost sharing agreements between the province and the federal government, made under the provisions of the C.A.P. Act. The office also provides accounting services which enable recovery from Indian and Northern Affairs Canada of costs related to caring for Native children in care.

FINANCIAL SERVICES DIVISION SSH 32

614 Humboldt Street
Victoria V8W 2Z9
Phone 387-3947

The Financial Services Division provides all financial and accounting services to the ministry with the exception of those functions included in the Financial Planning Division. The development of financial systems, policies and procedures to meet the combined objectives of quality service and financial control is a key activity of the division.

HEALTH SERVICES DIVISION SSH 33

916 Johnson Street
Victoria V8V 3N4
Phone 387-5664

Health Services programs provide **medical coverage** through the Medical Services Plan of British Columbia to eligible ministry clients and assist with the costs of required medical equipment, supplies and services. These services may include medical transportation, dental program, optical services and some essential therapies.

Health Services is also responsible for the **At Home Program** which provides financial support for families with **severely handicapped children** living at home. The program provides medical equipment and maintenance, medical supplies, medical transportation, exceptional therapy costs, respite care, 100 per cent Pharmacare coverage, dental plan coverage and medical premiums for each eligible child.

A pamphlet *At home: Assistance to Children with Severe Disabilities* is available.

HOUSING DIVISION SSH 34

614 Humboldt Street
Victoria V8V 1X4
Phone 387-7088

The Housing Division works very closely with the British Columbia Housing Management Commission and other provincial ministries as the lead-hand ministry responsible for the Provincial Housing Action Plan.

PERSONNEL SERVICES DIVISION SSH 35

614 Humboldt Street
Victoria V8V 1X4
Phone 387-4511

The Personnel Services Division provides support services in staff recruitment and selection, human resource planning, staff training, **library services**, job classification and organization, employee relations, occupational health and safety, statistical and ad hoc reporting, and maintains ministry information on staff and personnel programs.

The pamphlet *A Career With Us* is available.

The ministry has nine regional personnel offices:

Ministry of Social Services and Housing
Region C, Personnel Office
101, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 660-2335

Ministry of Social Services and Housing
Region G, Personnel Office
201, 180 Seymour Street
Kamloops V2C 2E2
Phone 828-4603

Ministry of Social Services and Housing
Region F, Personnel Office
303, 478 Bernard Avenue
Kelowna V1Y 6N7
Phone 861-7250

Ministry of Social Services and Housing
Region D, Personnel Office
101A, 5783 176 A Street
Cloverdale V3S 4E1
Phone 576-0754

Ministry of Social Services and Housing
Region K, Personnel Office
Fifth Floor, 17 Church Street
Nanaimo V9R 5H5
Phone 755-2788

Ministry of Social Services and Housing
Woodlands
9 East Columbia Street
New Westminster V3L 3V5
Phone 660-8045

Ministry of Social Services and Housing
Region H and J, Personnel Office
601, 299 Victoria Street
Prince George V2L 5B8
Phone 565-6538

Ministry of Social Services and Housing
Region A and B, Personnel Office
Second Floor, 1675 West 10th Avenue
Vancouver V6J 2A3
Phone 660-1490

Ministry of Social Services and Housing
Region L, Personnel Office
957 Fort Street
Victoria V8V 1X4
Phone 387-4615

SYSTEMS SERVICES DIVISION SSH 36

590 West Eighth Avenue
Vancouver V5Z 1C5
Phone 660-6900

The Systems Services Division plans, develops, implements, operates and maintains data processing systems and services. The division provides education, staff training and documentation support (manuals) on the systems available to the ministry.

BRITISH COLUMBIA HOUSING MANAGEMENT COMMISSION SSH 37

1701, 4330 Kingsway
Burnaby V5H 4G7
Phone 433-1711

General inquiries concerning the programs below should be directed to the nearest BCHMC office (see addresses at the end of this listing).

The objective of the British Columbia Housing Management Commission (BCHMC) is to help provide affordable housing for people who cannot find adequate, affordable shelter, without spending more than 30 per cent of their gross income for rent.

Social housing in British Columbia is allocated to low and moderate income families, seniors, hard-to-house older singles and disabled persons on the basis of need.

The **B.C. Rental Supply Program** is designed to encourage private sector investment in new rental development by reducing interest costs for projects that meet ministry objectives. Proposals are evaluated on design, location, length of rental tenure, and the amount charged for rent. Applications for housing should be made to the developer.

Under the **Non-profit Housing Program,** groups such as non-profit societies, public agencies and co-operatives submit proposals to develop and manage social housing projects. Projects are selected by competition from the proposals submitted to BCHMC. Tenants pay 30 per cent of their gross income as rent, and the remaining costs are covered by shared federal and provincial funding. Application for housing can be made to BCHMC and the sponsoring societies.

Under the **Rent Supplement Program,** rent supplements are available for selected market housing units and federal co-operative units to make up the difference between the market rents and 30 per cent of the tenant's gross income.

As part of the **Seniors' Housing Referral and Information Service** BCHMC maintains a list of subsidized and affordable housing for seniors in the Lower Mainland complete with contact names and addresses.

The **Wheelchair Housing Registry** is a matching service provided to those who are in need of wheelchair-modified accommodation and to those who have such accommodation available for sale, rent or to share. Agreements are negotiated between the two parties concerned. There are no income or residency restrictions for applicants.

The pamphlet *Wheelchair Housing Registry* is available.

BCHMC OFFICES

Lower Mainland Home Office
1701, 4330 Kingsway
Burnaby V5H 4G7
Phone 433-2218

Lower Mainland East Regional Office
7337 Edmonds Street
Burnaby V3N 1A7
Phone 525-3033

Southern Interior
290 Nanaimo Avenue West
Penticton V2A 1N5
Phone 493-0301

Northern Interior
305, 1488 Fourth Avenue
Scotia Bank Building
Prince George V2L 4Y2
Phone 562-9251

Northern Coast
1400 Kootenay Avenue
Prince Rupert V8J 3X5
Phone 627-7501

Lower Mainland West Regional Office
203, 1661 West Eighth Avenue
Vancouver V6J 1V1
Phone 732-8844

Southern Coast
201, 3440 Douglas Street
Victoria V8Z 3L5
Phone 382-6127

BCHMC offices will accept collect calls from the public regarding **housing inquiries.**

MINISTRY REGIONAL/AREA/DISTRICT OFFICES SSH 38

NOTE: The abbreviations used are: I.A./E.I.P. Office — Income Assistance/Employment Initiatives Programs office; F. & C.S. Office — Family and Children's Services office; M.H. Office — Services to Persons with Mental Handicaps office; I.C.C.R. Office — Intensive Child Care Resources office.

REGION A — VANCOUVER/RICHMOND

Regional Office
AAA — Regional Director
Fifth Floor, 210 West Broadway
Vancouver V5Y 3W2
Phone 660-0202

Area Office
A1A — I.A./E.I.P. Area Office
Vancouver West/Richmond
4808 Main Street
Vancouver V5V 3R8
Phone 660-6923

District Offices
A11 — I.A./E.I.P. Office — Kitsilano
Second Floor, 2215 West 10th Avenue
Vancouver V6K 2J1
Phone 660-1415

A12 — I.A./E.I.P. Office — Fairview
201, 828 West Eighth Avenue
Vancouver V5Z 1E2
Phone 660-1700

A13 — I.A./E.I.P. Office — Mount Pleasant West
202, 828 West Eighth Avenue
Vancouver V5Z 1E2
Phone 660-6099

A14 — I.A./E.I.P. Office — Little Mountain
4806 Main Street
Vancouver V5V 3R8
Phone 660-6300

A15 — I.A./E.I.P. Office — Oakridge/Sunset
698 East 64th Avenue
Vancouver V5X 2N2
Phone 660-6666

A16 — I.A./E.I.P. Office — Richmond East
6551 Buswell Road
Richmond V6Y 2G9
Phone 660-9284

A17 — I.A./E.I.P. Office — Richmond West
3251 Chatham Street
Richmond V7E 5T2
Phone 660-7300

Area Office
A2A — I.A./E.I.P. Area Office — Vancouver East/Delta
201, 2806 Kingsway
Vancouver V5R 5H8
Phone 660-6383

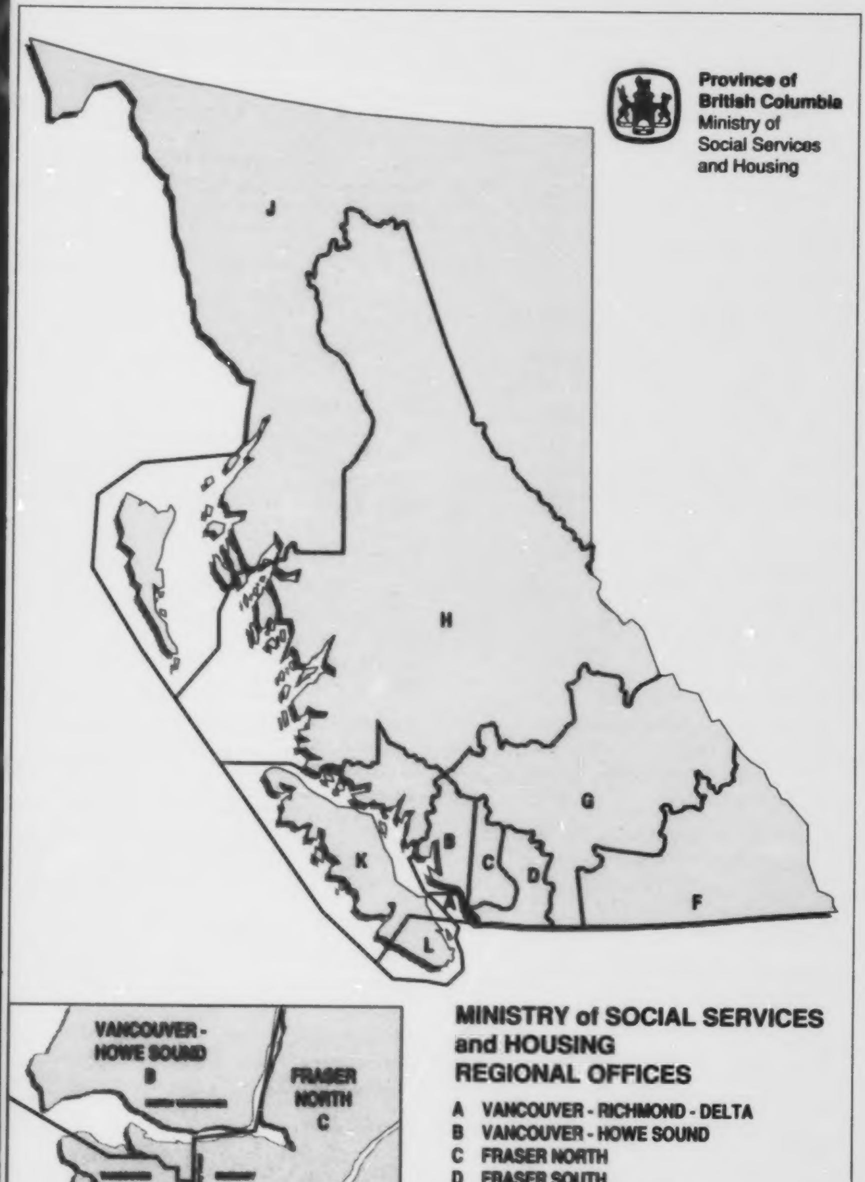
District Offices
A21 — I.A./E.I.P. Office — China Creek
201, 475 East Broadway
Vancouver V5T 1W9
Phone 660-6500

A22 — I.A./E.I.P. Office — Mount Pleasant East
465 East Broadway
Vancouver V5T 1W9
Phone 660-6311

A23 — I.A./E.I.P. Office — Kensington
2280 Kingsway
Vancouver V5N 5M9
Phone 660-5300

A24 — I.A./E.I.P. Office — Renfrew/Collingwood
2810 Grandview Highway
Vancouver V5M 2C9
Phone 660-5644

Province of British Columbia
Ministry of Social Services and Housing



MINISTRY of SOCIAL SERVICES and HOUSING REGIONAL OFFICES

A	VANCOUVER - RICHMOND - DELTA
B	VANCOUVER - HOWE SOUND
C	FRASER NORTH
D	FRASER SOUTH
F	OKANAGAN - KOOTENAY
G	CENTRAL INTERIOR
H	PRINCE GEORGE - CARIBOO
J	NORTH
K	NORTH ISLAND
L	SOUTH ISLAND

Revised: May 1991

A25 — I.A./E.I.P. Office — South Slope
2752 East 41st Avenue
Vancouver V5R 2X1
Phone 660-5910

A26 — I.A./E.I.P. Office — Delta North
7953 Scott Road
Delta V4C 6P6
Phone 660-9846

A27 — I.A./E.I.P. Office — Delta South
4918 Delta Street
Delta V4K 2V2
Phone 946-9581

Area Office
A3A — F. & C.S. Area Office — Vancouver West
Fifth Floor, 210 West Broadway
Vancouver V5Y 3W2
Phone 660-0202

District Offices
A31 — F. & C.S. Office — Intake and Assessment West Unit
1675 West 10th Avenue
Vancouver V6J 2A3
Phone 660-1546

A32 — F. & C.S. Office — Central Unit Family Services
200, 475 East Broadway
Vancouver V5T 1W9
Phone 660-6855

A33 — F. & C.S. Office — South Unit Family Services
303, 2309 West 41st Avenue
Vancouver V6M 2A3
Phone 660-1771

A34 — F. & C.S. Office — West Unit Permanency Planning and Adoption
Second Floor, 3455 Victoria Drive
Vancouver V5N 4M5
Phone 660-6363

A35 — F. & C.S. Office — Resources West Unit
201, 2830 Grandview Highway
Vancouver V5M 2C9
Phone 660-5676

Area Office
A4A — F. & C.S. Area Office — Vancouver East
Fifth Floor, 210 West Broadway
Vancouver V5Y 3W2
Phone 660-0202

District Offices
A41 — F. & C.S. Office — East Unit Permanency Planning and Adoption
First Floor, 3455 Victoria Drive
Vancouver V5N 4M5
Phone 775-0049

A42 — F. & C.S. Office — Kensington Family Services
2280 Kingsway
Vancouver V5N 5M9
Phone 660-5300

A43 — F. & C.S. Office — Intake and Assessment East Unit
5050 Joyce Street
Vancouver V5R 4G6
Phone 660-5400

A44 — F. & C.S. Office — East Unit Resources
201, 2830 Grandview Highway
Vancouver V5M 2C9
Phone 660-5676

A45 — F. & C.S. Office — King Edward
3995 Fraser Street
Vancouver V5V 4E5
Phone 660-6699

Area Office
A5A — F. & C.S. Area Office — Richmond/Delta
120, 10751 Shellbridge Way
Richmond V6X 2W8
Phone 660-2118

District Offices

A51 — F. & C.S. Office — Richmond East
200, 8171 Alexandra Road
Richmond V6X 1C3
Phone 660-1044

A52 — F. & C.S. Office — Richmond West
7900 Alderbridge Way
Richmond V6X 2A5
Phone 660-9260

A53 — F. & C.S. Office — Delta North
105, 7953 Scott Road
Delta V4C 6P6
Phone 660-9854

A54 — F. & C.S. Office — Delta South
4918 Delta Street
Delta V4K 2V2
Phone 946-9581

A55 — F. & C.S. Office — Richmond/Delta Resources
120, 10751 Shellbridge Way
Richmond V6X 2W8
Phone 660-2100

Area Office

A6A — M.H. Area Office — Vancouver/Richmond
Fifth Floor, 210 West Broadway
Vancouver V5Y 3W2
Phone 660-0202

District Offices

A61 — M.H. Office — Richmond/Delta
3251 Chatham Street
Richmond V7E 5T2
Phone 660-7393

A62 — M.H. Office — Vancouver Cases
270, 1200 West 73rd Avenue
Vancouver V6P 6G5
Phone 660-1878

A63 — M.H. Office — Vancouver Children
270, 1200 West 73rd Avenue
Vancouver V6P 6G5
Phone 660-1878

A65 — M.H. Office — Vancouver Adults
270, 1200 West 73rd Avenue
Vancouver V6P 6G5
Phone 660-1878

REGION B — VANCOUVER/HOWE SOUND

Regional Office

BAA — Regional Director
Fourth Floor, 411 Dunsmuir Street
Vancouver V6B 1X4
Phone 660-2433

Area Office

B1A — I.A./E.I.P. Area Office — Vancouver West
Fourth Floor, 411 Dunsmuir Street
Vancouver V6B 1X4
Phone 660-2433

District Offices

B11 — I.A./E.I.P. Office — Parkside
Second Floor, 1725 Robson Street
Vancouver V6G 1C9
Phone 660-3300

B12 — I.A./E.I.P. Office — Coal Harbour
Third Floor, 1725 Robson Street
Vancouver V6G 1C9
Phone 660-3344

B13 — I.A./E.I.P. Office — Anchor Point
201, 1023 Davie Street
Vancouver V6E 1M5
Phone 660-3800

B14 — I.A./E.I.P. Office — Harbour Centre
1006 Seymour Street
Vancouver V6B 3M6
Phone 660-3035

B15 — I.A./E.I.P. Office — Yaletown
1002 Seymour Street
Vancouver V6B 3M6
Phone 660-2638

B16 — I.A./E.I.P. Office — Dockside
180 Main Street
Vancouver V6A 2S4
Phone 660-2941

B17 — Employment Plus
1006 Seymour Street
Vancouver V6B 3M6
Phone 660-6533 or 660-6537

Area Office
B2A — I.A./E.I.P. Area Office — Vancouver East
Fourth Floor, 411 Dunsmuir Street
Vancouver V6B 1X4
Phone 660-2433

District Offices
B21 — I.A./E.I.P. Office — Waterfront
205 Powell Street
Vancouver V6A 1G3
Phone 660-2374

B22 — I.A./E.I.P. Office — Strathcona
522 Alexander Street
Vancouver V6A 1C7
Phone 660-9377

B23 — I.A./E.I.P. Office — Hastings
First Floor, 3550 East Hastings Street
Vancouver V5K 2A7
Phone 660-7277

B24 — I.A./E.I.P. Office — Sunrise
Second Floor, 3550 East Hastings Street
Vancouver V5K 2A7
Phone 660-7262

B25 — I.A./E.I.P. Office — Grandview
2350 Commercial Drive
Vancouver V5N 4B7
Phone 660-9066

B26 — I.A./E.I.P. Office — Maquinna
2484 Renfrew Street
Vancouver V5M 3J7
Phone 660-9048

B27 — Inspectors' Unit
Third Floor, 205 Powell Street
Vancouver V6A 3G1
Phone 660-2337

Area Office
B3A — I.A./E.I.P. Area Office — North Vancouver/Howe Sound
204, 1544 Marine Drive
West Vancouver V7V 1H8
Phone 660-1211

District Offices
B31 — I.A./E.I.P. Office — Lower Lonsdale
110, 255 West First Street
North Vancouver V7M 3G8
Phone 660-1257

B32 — I.A./E.I.P. Office — Capilano
1050 Churchill Crescent
North Vancouver V7P 3M7
Phone 660-1261

B33 — I.A./E.I.P. Office — Squamish
38049 Second Avenue
Squamish V0N 3G0
Phone 892-5201

B34 — I.A./E.I.P. Office — Sechelt
Box 890, 5660 Teredo Street
Sechelt V0N 3A0
Phone 885-7101

B35 — M.H. Office — North Shore/Howe Sound
210, 1200 Lynn Valley Road
North Vancouver V7J 2A2
Phone 660-0617

B36 — M.H. Office — North Shore/Howe Sound Children
210, 1200 Lynn Valley Road
North Vancouver V7J 2A2
Phone 660-0617

Area Office
B4A — F. & C.S. Area Office — Vancouver North
Fourth Floor, 411 Dunsmuir Street
Vancouver V6B 1X4
Phone 660-2433

District Offices
B41 — F. & C.S. Office — West End
708, 1281 West Georgia Street
Vancouver V6E 3J7
Phone 660-9322

B42 — F. & C.S. Office — Strathcona
Second Floor, 666 East Hastings Street
Vancouver V6A 1R1
Phone 660-9300

B43 — F. & C.S. Office — Broadway East
2484 Renfrew Street
Vancouver V5M 3J7
Phone 660-1788

B44 — F. & C.S. Office — Hastings East
2350 Commercial Drive
Vancouver V5N 4B7
Phone 660-9584

B45 — Child Welfare Resources — Vancouver North
Third Floor, 1675 West 10th Avenue
Vancouver V6J 2A3
Phone 660-1548

B46 — F. & C.S. Office — Native Services Unit
First Floor, 666 East Hastings Street
Vancouver V6A 1R1
Phone 660-0515

Area Office
B5A — F. & C.S. Area Office — North Shore/Howe Sound
204, 1544 Marine Drive
West Vancouver V7V 1H8
Phone 660-1211

District Offices
B51 — F. & C.S. Office — Lynmour
3140 Mountain Highway
North Vancouver V7K 2H5
Phone 660-1262

B52 — F. & C.S. Office — Central
3095 Lonsdale Avenue
North Vancouver V7N 3J6
Phone 660-1256

B53 — F. & C.S. Office — West
3095 Lonsdale Avenue
North Vancouver V7N 3J6
Phone 660-1256

B54 — F. & C.S. Office — Squamish
Box 1550, 38049 Second Avenue
Squamish V0N 3G0
Phone 892-5201

B55 — F. & C.S. Office — Sechelt
Box 890, 5674 Teredo Street
Sechelt V0N 3A0
Phone 885-7101

B56 — Child Welfare Resources
204, 1544 Marine Drive
West Vancouver V7V 1H8
Phone 660-1231

Area Office
B6A — F. & C.S. Area Office — Adolescents
Fourth Floor, 411 Dunsmuir Street
Vancouver V6B 1X4
Phone 660-2433

District Offices
B61 — F. & C.S. Office — Adolescent Street Unit 1
575 Drake Street
Vancouver V6B 4K8
Phone 660-9376

B62 — F. & C.S. Office — Adolescent Street Unit 2
575 Drake Street
Vancouver V6B 4K8
Phone 660-9376

B64 — Child Welfare Resources/ I.C.C.R. Office
201, 33 East Eighth Avenue
Vancouver V5T 1R5
Phone 660-6718

REGION C — FRASER NORTH

Regional Office
CAA — Regional Director
105, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 660-7206

Area Office
C1A — F. & C.S. Area Office — Pocomo/Maple Ridge/Mission
101, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 931-3491

District Offices
C11 — F. & C.S. Office — Coquitlam
101, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 931-3491

C12 — F. & C.S. Office — Pocomo
2610 St. John's Street
Port Moody V3H 2B6
Phone 939-9254

C13 — F. & C.S. Office — Maple Ridge East
Second Floor, 11830 — 223rd Street
Maple Ridge V2X 5Y1
Phone 463-8171

C14 — F. & C.S. Office — Maple Ridge West
Second Floor, 11830 — 223rd Street
Maple Ridge V2X 5Y1
Phone 463-8171

C15 — F. & C.S. Office — Mission
33070 Fifth Avenue
Mission V2V 1V5
Phone 826-2322

C16 — Child Welfare Resources — East
105, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 939-2491

Area Office
C2A — I.A./E.I.P. Area Office — Pocomo/Maple Ridge/Mission
530, 2755 Lougheed Highway
Port Coquitlam V3B 5Y9
Phone 464-5436

District Offices
C21 — I.A./E.I.P. Office — Burnaby/Coquitlam
1118A Austin Avenue
Coquitlam V3K 3P5
Phone 939-9242

C22 — I.A./E.I.P. Office — Coquitlam/Port Moody
2610 St. John's Street
Port Moody V3H 2B6
Phone 939-5102

C23 — I.A./E.I.P. Office — Port Coquitlam
2062 Manning Avenue
Port Coquitlam V3B 1L6
Phone 941-6625

C24 — I.A./E.I.P. Office — Maple Ridge East
102, 22522 Lougheed Highway
Maple Ridge V2X 2V1
Phone 463-7240

C25 — I.A./E.I.P. Office — Maple Ridge West
Main Floor, 11830 — 223rd Street
Maple Ridge V2X 5Y1
Phone 463-5185

C26 — I.A./E.I.P. Office — Mission
33070 Fifth Avenue
Mission V2V 1V5
Phone 826-6237

Area Office
C3A — I.A./E.I.P. Area Office — Burnaby/New Westminster
202, 7645 Kingsway
Burnaby V3N 3C7
Phone 660-6820

District Offices
C31 — I.A/E.I.P. Office — Burnaby North
4647 East Hastings Street
Burnaby V5C 2K6
Phone 660-7070

C32 — I.A./E.I.P. Office — Burnaby South
220, 5021 Kingsway
Burnaby V5H 4A5
Phone 660-9500

C33 — I.A./E.I.P. Office — Burnaby West
348, 5021 Kingsway
Burnaby V5H 4A5
Phone 660-5555

C34 — I.A./E.I.P. Office — Burnaby East
101, 7645 Kingsway
Burnaby V3N 3C7
Phone 660-8000

C35 — I.A./E.I.P. Office — New Westminster/Downtown
100, 237 East Columbia Street
New Westminster V3L 3W4
Phone 660-8160

C36 — I.A./E.I.P. Office — New Westminster
202, 1015 Columbia Street
New Westminster V3M 6H6
Phone 660-8100

Area Office
C4A — F. & C.S. Area Office — Burnaby/New Westminster
201, 237 East Columbia Street
New Westminster V3L 3W4
Phone 660-8325

District Offices
C41 — F. & C.S. Office — Willingdon
102, 4430 Halifax Street
Burnaby V5C 5R4
Phone 660-0602

C42 — F. & C.S. Office — Burnaby Central
220, 5021 Kingsway
Burnaby V5H 4A5
Phone 660-9571

C43 — F. & C.S. Office — Burnaby/North Road
203, 3975 North Road
Burnaby V3J 1S2
Phone 660-7314

C44 — F. & C.S. Office — Edmonds
201, 7645 Kingsway
Burnaby V3N 3C7
Phone 660-9494

C45 — F. & C.S. Office — New Westminster
201, 1015 Columbia Street
New Westminster V3M 6H6
Phone 660-9495

C46 — Child Welfare Resources — West
201, 237 East Columbia Street
New Westminster V3L 3W4
Phone 660-8325

C48 — Permanency Planning and Adoption Services
201, 1015 Columbia Street
New Westminster V3M 6H6
Phone 660-8496

Area Office
C5A — M.H. Area Office — Fraser North
105, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 660-7206

District Offices
C51 — M.H. Office — Burnaby
104, 4430 Halifax Street
Burnaby V3N 5R4
Phone 660-8124

C52 — M.H. Office — Resources
105, 504 Cottonwood Avenue
Coquitlam V3J 2R5
Phone 939-2491

C53 — M.H. Office — Maple Ridge
101, 22522 Lougheed Highway
Maple Ridge V2X 2V1
Phone 463-5592

Area Office
C6A — After Hours Area Office — Fraser North
Fifth Floor, 210 West Broadway
Vancouver V5Y 3W2
Phone 660-0202

District Offices

C61 and C62 — Provincial Switchboard and Vancouver Response Team
Main Floor, 1655 West 10th Avenue
Vancouver V6J 2A3
Phone 660-4927

C63 — New Westminster Response Team
200, 237 East Columbia Street
New Westminster V3L 3W4
Phone 660-8180

C64 — East Valley Response Team
200, 237 East Columbia Street
New Westminster V3L 3W4
Phone 660-8180

REGION D — FRASER SOUTH

Regional Office

DAA — Regional Director
101, 5783 — 176 A Street
Cloverdale V3S 4E1
Phone 576-0753

Area Office

D1A — F. & C.S. Area Office — West
112, 9547 — 152nd Street
Surrey V3R 5Y5
Phone 660-8891

District Offices

D11 — F. & C.S. Office — River Heights
101, 10757 — 138th Street
Surrey V3T 4K8
Phone 660-0509

D13 — F. & C.S. Office — Whalley's Corner
102, 10095 — 136 A Street
Surrey V3T 4G1
Phone 660-4691

D14 — F. & C.S. Office — Scottsview
5, 9200 — 120th Street
Surrey V3V 4B7
Phone 660-9489

D15 — Permanent Planning Unit
132, 13749 — 72nd Avenue
Surrey V3W 2P2
Phone 591-1304

D16 — Child Welfare Resources — Surrey
112, 9547 — 152nd Street
Surrey V3R 5Y5
Phone 660-8891

Area Office

D2A — F. & C.S. Area Office — Central
5796 — 176th Street
Surrey V3S 4C8
Phone 576-2182

District Offices

D21 — F. & C.S. Office — White Rock
52, 1480 Foster Street
White Rock V4B 3X7
Phone 531-1497

D22 — F. & C.S. Office — Guildford
301, 10221 — 153rd Street
Surrey V3R 0L7
Phone 660-1952

D23 — F. & C.S. Office — Langley/Cloverdale
302, 20644 Eastleigh Crescent
Langley V3A 4C4
Phone 534-5781

D24 — F. & C.S. Office — Aldergrove
Box 1210, Unit 4, 3100 — 272nd Street
Aldergrove V0X 1A0
Phone 856-9071

D26 — Child Welfare Resources
5796 — 176th Street
Surrey V3S 4C8
Phone 576-2182

Area Office

D3A — F. & C.S. Area Office — East
102, 32544 Dahlstrom Avenue
Clearbrook V2T 4Y1
Phone 852-5241

District Offices

D31 — F. & C.S. Office — Clearbrook
102, 2865 Cruickshank Street
Clearbrook V2T 5E7
Phone 852-5459

D32 — F. & C.S. Office — Abbotsford
116, 33780 Laurel Street
Abbotsford V2S 1X5
Phone 852-5265

D33 — F. & C.S. Office — Chilliwack North
238B, 45470 Menholm Road
Chilliwack V2P 1M2
Phone 795-8281

D34 — F. & C.S. Office — Chilliwack South
Box 160, 102, 7388 Vedder Road
Sardis V2R 1A6
Phone 858-2231

D35 — F. & C.S. Office — Hope
Box 1537, 999 Water Street
Hope V0X 1L0
Phone 869-7633

D36 — Child Welfare Resources
102, 32544 Dahlstrom Avenue
Clearbrook V2T 4Y1
Phone 852-5241

Area Office
D4A — I.A./E.I.P. Area Office — West
111, 9547 — 152nd Street
Surrey V3R 5Y5
Phone 660-8894

District Offices
D41 — I.A./E.I.P. Office — River Heights
102, 10757 — 138th Street
Surrey V3T 4K8
Phone 660-8862

D42 — I.A./E.I.P. Office — Guildford
102, 10221 — 153rd Street
Surrey V3R 0L7
Phone 660-8930

D43 — I.A./E.I.P. Office — Scottsview
4, 9200 — 120th Street
Surrey V3B 4B7
Phone 660-8884

D44 — I.A./E.I.P. Office — Whalley's Corner
101, 10095 — 136 A Street
Surrey V3T 4G1
Phone 660-4789

D45 — I.A./E.I.P. Office — Park Place
130, 13749 — 72nd Avenue
Surrey V3W 2P2
Phone 591-1146

Area Office
D5A — I.A./E.I.P. Area Office — Central
202, 17618 — 58th Avenue
Surrey V3S 1L3
Phone 574-3555

District Offices
D51 — I.A./E.I.P. Office — White Rock
42, 1480 Foster Street
White Rock V4B 3Z7
Phone 531-5505

D52 — I.A./E.I.P. Office — Cloverdale
101, 17618 — 58th Avenue
Surrey V3S 1L3
Phone 576-9431

D53 — I.A./E.I.P. Office — Langley
304, 20644 Eastleigh Crescent
Langley V3A 4C4
Phone 534-4167

D54 — I.A./E.I.P. Office — Aldergrove
Box 279, 210, 3100 — 272nd Street
Aldergrove V0X 1A0
Phone 856-4116

Area Office
D6A — I.A./E.I.P. Area Office — East
102, 32544 Dahlstrom Avenue
Clearbrook V2T 4Y1
Phone 852-5241

District Offices

D61 — I.A./E.I.P. Office — Clearbrook
101, 2865 Cruickshank Street
Clearbrook V2T 5E7
Phone 852-5230

D62 — I.A./E.I.P. Office — Abbotsford
103, 33780 Laurel Street
Abbotsford V2S 1X5
Phone 852-5244

D63 — I.A./E.I.P. Office — Chilliwack North
238B, 45470 Menholm Road
Chilliwack V2P 1M2
Phone 795-8275

D64 — I.A./E.I.P. Office — Chilliwack South
Box 160, 101, 7388 Vedder Road
Sardis V2R 1A6
Phone 858-7211

D65 — I.A./E.I.P. Office — Hope
Box 1537, 999 Water Street
Hope V0X 1L0
Phone 869-9911

Area Office

D7A — M.H. Area Office — Fraser South
101, 5783 — 176 A Street
Cloverdale V3S 4E1
Phone 576-0753

District Offices

D71 — M.H. Office — West
201, 10221 — 153rd Street
Surrey V3R 0L7
Phone 660-1236

D72 — M.H. Office — Central
201, 17618 — 58th Avenue
Surrey V3S 1L3
Phone 574-3957

D73 — M.H. Office — East
103, 52544 Dahlstrom Avenue
Clearbrook V2T 4Y1
Phone 852-5445

REGION F — OKANAGAN/KOOTENAYS

Regional Office

FAA — Regional Director
303, 478 Bernard Avenue
Kelowna V1Y 6N7
Phone 861-7235

Area Office

F1A — F. & C.S. Area Office — Central Okanagan
200, 260 Harvey Avenue
Kelowna V1Y 7S5
Phone 861-7301

District Offices

F11 — F. & C.S. Office — Kelowna
202, 1815 Kirschner Road
Kelowna V1Y 4N7
Phone 861-7546

F12 — F. & C.S. Office — Kelowna
202, 1815 Kirschner Road
Kelowna V1Y 4N7
Phone 861-7546

F13 — F. & C.S. Office — Westbank
Box 430, 3685 Brown Road
Westbank V0H 2A0
Phone 861-7393

F14 — Child Welfare Resources — Kelowna
202, 1815 Kirschner Road
Kelowna V1Y 4N7
Phone 861-7546

F15 — Central Okanagan After Hours
202, 1815 Kirschner Road
Kelowna V1Y 4N7
Phone 861-7546

Area Office

F2A — I.A./E.I.P. Area Office — Central Okanagan
200, 260 Harvey Avenue
Kelowna V1Y 7S5
Phone 861-7301

District Offices

F21 — I.A./E.I.P. Office — Kelowna East
165, Highway 33 East
Kelowna V1X 2A1
Phone 861-7380

F22 — I.A./E.I.P. Office — Kelowna Centre
100, 532 Leon Avenue
Kelowna V1Y 6J6
Phone 861-7575

F23 — I.A./E.I.P. Office — Westbank
Box 430, 3685 Brown Road
Westbank V0H 2A0
Phone 861-7393

Area Office
F3A — I.A./E.I.P. & F. & C.S. Area Office — South Okanagan
215, 1301 Main Street
Penticton V2A 5E9
Phone 492-1261

District Offices
F31 — I.A./E.I.P. & F. & C.S. Office — Oliver
Bag 5000, 36023 — 97th Street
Oliver V0H 1T0
Phone 498-3461

F32 — F. & C.S. Office — Penticton
301, 1301 Main Street
Penticton V2A 5E9
Phone 492-1336

F33 — F. & C.S. Office — Penticton
301, 1301 Main Street
Penticton V2A 5E9
Phone 492-1336

F34 — I.A./E.I.P. Office — Penticton
1274 Main Street
Penticton V2A 5G2
Phone 492-1322

F35 — I.A./E.I.P. Office — Penticton
1274 Main Street
Penticton V2A 5G2
Phone 492-1322

Area Office
F4A — I.A./E.I.P. & F. & C.S. Area Office — West Kootenay
308, 310 Ward Street
Nelson V1L 5S4
Phone 354-6465

District Offices
F41 — I.A./E.I.P. & F. & C.S. Office — Grand Forks
Box 460, 248 Market Avenue
Grand Forks V0H 1H0
Phone 442-5474

F42 — F. & C.S. Office — Trail/Castlegar
930 Rossland Avenue
Trail V1R 3N6
Phone 364-0550

F43 — I.A./E.I.P. Office — Trail
930 Rossland Avenue
Trail V1R 3N6
Phone 364-0550

F44 — I.A./E.I.P. Office — Nelson
311 Victoria Street
Nelson V1L 4K3
Phone 354-6488

F45 — F. & C.S. Office — Nelson
311 Victoria Street
Nelson V1L 4K3
Phone 354-6488

F46 — I.A./E.I.P. & F. & C.S. Office — Nakusp
415 Broadway Street
Nakusp V0G 1R0
Phone 265-3723

F47 — I.A./E.I.P. Office — Castlegar
1006 Third Street
Castlegar V1N 3X6
Phone 365-8544

F48 — Child Welfare Resources — Nelson
308, 310 Ward Street
Nelson V1L 5S4
Phone 354-6465

Area Office
F5A — I.A./E.I.P. and F. & C.S. Area Office — East Kootenay
117 — 10th Avenue South
Cranbrook V1C 2N1
Phone 426-1547

District Offices

F51 — I.A./E.I.P. and F. & C.S. Office — Creston
Box 1180, 224 — 10th Avenue North
Creston V0B 1G0
Phone 428-3230

F52 — F. & C.S. Office — Cranbrook
106, 1212 Second Street North
Cranbrook V1C 4T6
Phone 426-1331

F53 — I.A./E.I.P. Office — Cranbrook
106, 1212 Second Street North
Cranbrook V1C 4T6
Phone 426-1331

F54 — I.A./E.I.P. & F. & C.S. Office — Invermere
Box 730, 642 Seventh Avenue
Invermere V0A 1K0
Phone 342-4288

F55 — I.A./E.I.P. & F. & C.S. Office — Fernie/Sparwood
Bag 1000, 492 Third Avenue
Fernie V0B 1M0
Phone 423-6891
Sub-Office: Sparwood
Phone 425-2862

F56 — I.A./E.I.P. & F. & C.S. Office — Kimberley
250 Howard Street
Kimberley V1A 2G7
Phone 427-4831

Area Office

F6A — M.H. Area Office — Okanagan/Kootenays
303, 478 Bernard Avenue
Kelowna V1Y 6N7
Phone 861-7235

F61 — M.H. Office — West Kootenay
1006 Third Street
Castlegar V1N 3X6
Phone 365-8544

F62 — M.H. Office — South Okanagan
215, 1301 Main Street
Penticton V2A 5E9
Phone 492-1261

F63 — M.H. Office — East Kootenay
Box 1180, 224 — 10th Avenue North
Creston V0B 1G0
Phone 428-3230

F64 — M.H. Office — Central Okanagan
206, 1815 Kirschner Road
Kelowna V1Y 4N7
Phone 861-7550

F65 — M.H. Office — East Kootenay
117 — 10th Avenue South
Cranbrook V1C 2N1
Phone 426-1547

F66 — M.H. Office — South Okanagan
Bag 5000, 324 First Street
Oliver V0H 1T0
Phone 498-3461

REGION G — SOUTH CENTRAL INTERIOR

Regional Office

GAA — Regional Director
201, 180 Seymour Street
Kamloops V2C 2E2
Phone 828-4600

Area Office

G1A — F. & C.S. Area Office — Kamloops
212, 180 Seymour Street
Kamloops V2C 2E2
Phone 828-4723

District Offices

G11 — F. & C.S. Office — Family Services Unit
101, 1165 Battle Street
Kamloops V2C 2N4
Phone 828-4850

G12 — Permanency Planning and Adoptions
101, 1165 Battle Street
Kamloops V2C 2N4
Phone 828-4850

G13 — F. & C.S. Office — Intake and Protection
101, 1165 Battle Street
Kamloops V2C 2N4
Phone 828-4850

G14 — Child Welfare Resources — Kamloops
101, 1165 Battle Street
Kamloops V2C 2N4
Phone 828-4850

Area Office
G2A — I.A./E.I.P. Area Office — Kamloops
212, 180 Seymour Street
Kamloops V2C 2E2
Phone 828-4723

District Offices
G21 — I.A./E.I.P. Office — Kamloops Downtown
342 Seymour Street
Kamloops V2C 2G2
Phone 828-4474

G22 — I.A./E.I.P. Office — Kamloops South
168 Oriole Road
Kamloops V2C 4N7
Phone 828-4390

G23 — I.A./E.I.P. Office — Kamloops North
27, 1800 Tranquille Road
Kamloops V2B 3L9
Phone 376-6242

G24 — Day Care and Employment Services — Kamloops
800, 235 First Avenue
Kamloops V2C 3J4
Phone 828-4700

Area Office
G3A — I.A./E.I.P. & F. & C.S. Area Office — Merritt/Princeton/Ashcroft/Lillooet/Clearwater
,212, 180 Seymour Street
Kamloops V2C 2E2
Phone 828-4723

District Offices
G31 — F. & C.S. Office — Merritt
Bag 4400, 2164 Quilchena Avenue
Merritt V0K 2B0
Phone 378-9388

G32 — I.A./E.I.P. & F. & C.S. Office — Princeton
Box 28, 89 Kenley Avenue
Princeton V0X 1W0
Phone 295-6901

G33 — I.A./E.I.P. & F. & C.S. Office — Ashcroft
Box 1150, Second Floor, 411 Brink Street
Ashcroft V0K 1A0
Phone 453-9188

G34 — I.A./E.I.P. & F. & C.S. Office — Lillooet
Bag 700, Court House, Main Street
Lillooet V0K 1V0
Phone 256-4277

G35 — I.A./E.I.P. & F. & C.S. Office — Clearwater
Box 398, 257 Glen Street
Clearwater V0E 1N0
Phone 674-3128

G36 — I.A./E.I.P. Office — Merritt
Bag 4400, 2164 Quilchena Avenue
Merritt V0K 2B0
Phone 378-9388

Area Office
G4A — I.A./E.I.P. & F. & C.S. Area Office — Salmon Arm/Revelstoke/Golden
Bag 100, Samara Building
Salmon Arm V1E 4S4
Phone 832-1718

District Offices
G41 — F. & C.S. Office — Salmon Arm
Bag 100, Samara Building
Salmon Arm V1E 4S4
Phone 832-1655

G42 — I.A./E.I.P. Office — Salmon Arm
Bag 100, Samara Building
Salmon Arm V1E 4S4
Phone 832-1726

G43 — I.A./E.I.P. & F. & C.S. Office — Revelstoke
Box 2460, 202, 204 Campbell Avenue
Revelstoke V0E 2S0
Phone 837-7672

G44 — I.A./E.I.P. & F. & C.S. Office — Golden
Box 930, 614 — 10th Avenue
Golden V0A 1H0
Phone 344-7577

Area Office
G5A — I.A./E.I.P. & F. & C.S. Area Office — Vernon
403, 3205 — 32nd Street
Vernon V1T 5M7
Phone 549-5530

District Offices
G51 — F. & C.S. Office — Vernon North
3007 — 35th Avenue
Vernon V1T 2S9
Phone 549-5474

G52 — F. & C.S. Office — Vernon South
202, 2928 — 29th Street
Vernon V1T 5A6
Phone 549-5470

G53 — I.A./E.I.P. Office — Vernon North
3007 — 35th Avenue
Vernon V1T 2S9
Phone 549-5474

G54 — I.A./E.I.P. Office — Vernon South
202, 2928 — 29th Street
Vernon V1T 5A6
Phone 549-5470

Area Office
G6A — M.H. Area Office — South Central Interior
212, 180 Seymour Street
Kamloops V2C 2E2
Phone 828-4723

District Offices
G61 — M.H. Office — Kamloops
202, 1165 Battle Street
Kamloops V2C 2N4
Phone 828-4305

G62 — M.H. Office — Vernon
209, 3205 — 32nd Street
Vernon V1T 5M7
Phone 549-5490

G63 — M.H. Office — Salmon Arm
Bag 100, Samara Building
Salmon Arm V1E 4S4
Phone 832-1719

REGION H — PRINCE GEORGE/ CARIBOO

Regional Office
HAA — Regional Director
603, 299 Victoria Street
Prince George V2L 5B8
Phone 565-6220

Area Office
H1A — F. & C.S. & M.H Area Office — Prince George
707, 299 Victoria Street
Prince George V2L 5B8
Phone 565-7251

District Offices
H11 — F. & C.S. Office — Prince George Protection and Intake
1160 Seventh Avenue
Prince George V2L 5G6
Phone 565-6876

H12 — F. & C.S. Office — Prince George Family Services Downtown/Southeast
1160 Seventh Avenue
Prince George V2L 5G6
Phone 565-6876

H13 — F. & C.S. Office — Prince George Family Service Spruceland/College Heights
1160 Seventh Avenue
Prince George V2L 5G6
Phone 565-6876

H14 — F. & C.S. Office — Prince George Permanent Planning
Fifth Floor, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-6215

H15 — Child Welfare Resources — Prince George
Fifth Floor, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-6215

H18 — Prince George After Hours Unit
1160 Seventh Avenue
Prince George V2L 5G6
Phone 565-6876

Area Office
H2A — I.A./E.I.P. Area Office — Prince George
707, 299 Victoria Street
Prince George V2L 5B8
Phone 565-7251

District Offices
H21 — I.A./E.I.P. — Prince George Downtown
585 Queensway Street
Prince George V2L 1L3
Phone 565-6210

H22 — I.A./E.I.P. — Prince George/ Westwood
3845 — 15th Avenue
Prince George V2N 1A4
Phone 565-6325

H23 — I.A./E.I.P. — Prince George/ Spruceland
3855 — 15th Avenue
Prince George V2N 1A4
Phone 565-6330

H24 — Job Services Team — Prince George
303, 1488 Fourth Avenue
Prince George V2L 4Y2
Phone 565-6858

Area Office
H3A — Integrated Area Office — Vanderhoof/Fort St. James/Burns Lake
Box 830, 1757 Stewart Street
Vanderhoof V0J 3A0
Phone 567-6334

District Offices
H31 — F. & C.S. & M.H. Office — Vanderhoof
Box 830, 1757 Stewart Street
Vanderhoof V0J 3A0
Phone 567-6334
Sub-Office: Fraser Lake
Highway 16 and Chowsunket Road
Phone 699-8744

H32 — I.A./E.I.P. & F. & C.S. Office — Fort St. James
Box 1300, 250 Stuart Street East
Fort St. James V0J 1P0
Phone 996-7148/49

H33 — I.A./E.I.P. & F. & C.S. Office — Burns Lake
Box 302, 33 Third Avenue
Burns Lake V0J 1E0
Phone 692-3118

H34 — I.A./E.I.P. Office — Vanderhoof
Box 830, 1757 Stewart Street
Vanderhoof V0J 3A0
Phone 567-6334

H35 — Itinerant Team
707, 299 Victoria Street
Prince George V2L 5B8
Phone 565-7251

Area Office
H4A — Integrated Area Office — Quesnel/Mackenzie/McBride
707, 299 Victoria Street
Prince George V2L 5B8
Phone 565-7251

District Offices
H41 — F. & C.S. & M.H. Office — Quesnel
455B McLean Street
Quesnel V2J 2P3
Phone 992-4267

H42 — I.A./E.I.P. Office — Quesnel
455A McLean Street
Quesnel V2J 2P3
Phone 992-4320

H43 — I.A./E.I.P., F. & C.S. & M.H. Office — Mackenzie
Bag 5000, Evergreen Mall, Mackenzie Boulevard
Mackenzie V0J 2C0
Phone 997-3966

H44 — I.A./E.I.P., F. & C.S. & M.H. Office — McBride
Box 549, 594 King Street
McBride V0J 2E0
Phone 569-3760
Sub-Office: Valemount
1207 Fifth Avenue
Valemount V0E 2Z0
Phone 566-9121

H46 — M.H. Office — Prince George
803, 299 Victoria Street
Prince George V2L 5B8
Phone 565-6890

Area Office
H5A — Integrated Area Office — Williams Lake/100 Mile House/ Bella Coola
487 Borland Street
Williams Lake V2G 1R9
Phone 398-4221

District Offices
H51 — F. & C.S. & M.H. Office — Williams Lake
640 Borland Street
Williams Lake V2G 1R7
Phone 398-4220

H52 — Child Welfare Resources — Williams Lake
640 Borland Street
Williams Lake V2G 1R7
Phone 398-4220

H53 — I.A./E.I.P. Office — Williams Lake
487 Borland Street
Williams Lake V2G 1R9
Phone 398-4221

H54 — I.A./E.I.P., F. & C.S. & M.H. Office — 100 Mile House
Box 730, 486 Birch Avenue South
100 Mile House V0K 2E0
Phone 395-5566

H55 — I.A./E.I.P., F. & C.S. & M.H. Office — Bella Coola
Box 217
Bella Coola V0T 1C0
Phone 799-5395

H56 — F. & C.S. & M.H. Office — 100 Mile House
Box 730, 486 Birch Avenue South
100 Mile House V0K 2E0
Phone 395-5566

H57 — M.H. Resources Unit
640 Borland Street
Williams Lake V2G 1R9
Phone 398-4220

REGION J — NORTH

Regional Office
JAA — Regional Director
605, 299 Victoria Street
Prince George V2L 5B8
Phone 565-6800

Area Office
J1A — Integrated Nechako Area Office — Smithers/Hazelton/ Houston/Cassiar
Bag 5000, 3793 South Alfred Avenue
Smithers V0J 2N0
Phone 847-7305

District Offices

J11 — Integrated Office — Smithers
Bag 5000, 3793 South Alfred Avenue
Smithers V0J 2N0
Phone 847-7305

J12 — Integrated Office — Houston
Bag 2000, 3202 — 14th Street
Houston V0J 1Z0
Phone 845-2611

J13 — Integrated Office — Hazelton
Box 380, Omineca Street
Hazelton V0J 1Y0
Phone 842-5201

Area Office

J2A — Integrated Skeena Area Office — Terrace/Kitimat/Cassiar
400, 4545 Lazelle Avenue
Terrace V8G 4E1
Phone 638-3527

District Offices

J21 — F. & C.S. & M.H. Office — Terrace
34, 3412 Kalum Street
Terrace V8G 4T2
Phone 638-3379

J22 — I.A./E.I.P. Office — Terrace
34, 3412 Kalum Street
Terrace V8G 4T2
Phone 638-3379

J23 — Integrated Office — Kitimat
602 Mountainview Square
Kitimat V8C 2N2
Phone 632-6134

J24 — Integrated Office — Cassiar
Box 310, 94 Connell Street
Cassiar V0C 1E0
Phone 778-7227

J25 — Skeena Resources Unit
400, 4545 Lazelle Avenue
Terrace V8G 4E1
Phone 638-3527

Area Office

J3A — Integrated Rupert Area Office —Prince Rupert/Queen Charlottes
Second Floor, 815 First Avenue West
Prince Rupert V8J 1B3
Phone 627-0594

District Offices

J31 — F. & C.S. Office — Prince Rupert
208 First Avenue East
Prince Rupert V8J 4M8
Phone 627-0505

J32 — I.A./E.I.P. Office — Prince Rupert
208 First Avenue East
Prince Rupert V8J 4M8
Phone 627-0505

J33 — Integrated Office — Queen Charlotte
Box 279, Second Floor, Medical Building
Queen Charlotte City V0T 1S0
Phone 559-4403

J34 — Prince Rupert Area Resource Unit
Second Floor, 815 First Avenue West
Prince Rupert V8J 1B3
Phone 627-0594

Area Office

J4A — Integrated South Peace Area Office — Dawson Creek/Chetwynd
1004 — 105th Avenue
Dawson Creek V1G 2L4
Phone 784-2342

District Offices

J41 — F. & C.S. Office — Dawson Creek
Second Floor, 1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2311

J42 — I.A./E.I.P. Office — Dawson Creek
Second Floor, 1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2311

J43 — Integrated Office — Chetwynd
Bag 105, 5016 — 50th Street
Chetwynd V0C 1J0
Phone 788-9241

J44 — F. & C.S. Office — Fort St. John
114, 9711 — 100th Avenue
Fort St. John V1J 1Y2
Phone 787-3455

J45 — I.A./E.I.P. Office — Fort St. John
114, 9711 — 100th Avenue
Fort St. John V1J 1Y2
Phone 787-3455

J46 — Integrated Office — Fort Nelson
Bag 1000, 5315 — 50th Street
Fort Nelson V0C 1R0
Phone 774-6185

J47 — F. & C.S. & M.H. Resources Centre
1004 — 105th Avenue
Dawson Creek V1G 2L4
Phone 784-2342

REGION K — NORTH ISLAND

Regional Office
KAA Regional Director
17 Church Street
Nanaimo V9R 5H5
Phone 755-2393

Area Office
K1A — F. & C.S. Area Office — Nanaimo/Parksville
10, 2480 Kenworth Road
Nanaimo V9T 3Y3
Phone 755-2330

District Offices
K11 — F. & C.S. Office — Nanaimo North
80 Chapel Street
Nanaimo V9R 5H2
Phone 755-2732

K12 — F. & C.S. Office — Nanaimo Central
80 Chapel Street
Nanaimo V9R 5H2
Phone 755-2732

K13 — F. & C.S. Office — Nanaimo South
80 Chapel Street
Nanaimo V9R 5H2
Phone 755-2732

K14 — F. & C.S. Office — Parksville
Box 489, 245 West Hirst Street
Parksville V0R 2S0
Phone 248-4332

K15 — Child Welfare Resources — Nanaimo/Parksville
102, 500 Comox Road
Nanaimo V9R 3J1
Phone 755-2538

K16 — After Hours Duty — Nanaimo
80 Chapel Street
Nanaimo V9R 5H2
Phone 755-2732

Area Office
K2A — I.A./E.I.P. Area Office — Nanaimo/Parksville
10, 2480 Kenworth Road
Nanaimo V9T 3Y3
Phone 755-2330

District Offices
K21 — I.A./E.I.P. Office — Nanaimo North — Unit 1
1, 2145 Bowen Road
Nanaimo V9S 1H8
Phone 755-2511

K22 — I.A./E.I.P. Office — Nanaimo Central — Unit 2
233 Prideaux Street
Nanaimo V9R 2M9
Phone 755-2584

K23 — I.A./E.I.P. Office — Nanaimo South — Unit 3
60 Needham Street
Nanaimo V9R 1K4
Phone 755-2250

K24 — I.A./E.I.P. Office — Parksville
Box 489, 245 West Hirst Street
Parksville V0R 2S0
Phone 248-6134

K25 — Employment Initiatives Programs — Nanaimo
1, 190 Wallace Street
Nanaimo V9R 5B1
Phone 755-2520

Area Office
K3A — I.A./E.I.P. & F. & C.S. Area Office — Port Alberni
4653 Margaret Street
Port Alberni V9Y 6H1
Phone 724-9262

District Offices
K31 — F. & C.S. Office — Port Alberni West
4653 Margaret Street
Port Alberni V9Y 6H1
Phone 723-9401

K32 — F. & C.S. Office — Port Alberni East
4653 Margaret Street
Port Alberni V9Y 6H1
Phone 723-9401

K33 — I.A./E.I.P. Office — Port Alberni
4641 Margaret Street
Port Alberni V9Y 6H1
Phone 724-0411

Area Office
K4A — F. & C.S. Area Office — Courtenay/Powell River/Campbell River/Port Hardy
355 — 11th Street
Courtenay V9N 1S4
Phone 334-1370

District Offices
K41 — F. & C.S. Office — Courtenay/Comox
1, 420 Cumberland Road
Courtenay V9N 5M6
Phone 334-1340

K42 — F. & C.S. Office — Campbell River North
929B Ironwood Road
Campbell River V9W 3E5
Phone 286-7542

K44 — F. & C.S. Office — Powell River
6953 Alberni Street
Powell River V8A 2B8
Phone 485-2855

K45 — Child Welfare Resources — Courtenay/Campbell River
1, 420 Cumberland Road
Courtenay V9N 5M6
Phone 334-1340

K46 — F. & C.S. Office — Port Hardy
Bag 11000, 7115 Market Street
Port Hardy V0N 2P0
Phone 949-7500

K47 — Child Welfare Resources — Campbell River
929B Ironwood Road
Campbell River V9W 3E5
Phone 286-7542

Area Office
K5A — I.A./E.I.P. Area Office — Courtenay/Powell River/Campbell River/Port Hardy
355 — 11th Street
Courtenay V9N 1S4
Phone 334-1370

District Offices
K51 — I.A./E.I.P. Office — Courtenay/Comox North
941 England Avenue
Courtenay V9N 2N7
Phone 334-1300

K52 — I.A./E.I.P. Office — Courtenay/Comox South
941 England Avenue
Courtenay V9N 2N7
Phone 334-1300

K53 — I.A./E.I.P. Office — Powell River
6953 Alberni Street
Powell River V8A 2B8
Phone 485-2855

K54 — I.A./E.I.P. Office — Campbell River
929A Ironwood Road
Campbell River V9W 3E5
Phone 286-7666

K55 — I.A./E.I.P. Office — Port Hardy
Bag 11000, 7115 Market Street
Port Hardy V0N 2P0
Phone 949-7500

Area Office
K6A — M.H. Area Office — North Island
10, 2480 Kenworth Road
Nanaimo V9T 3Y3
Phone 755-2330

District Offices
K61 — M.H. Office — Nanaimo
102, 500 Comox Road
Nanaimo V9R 5H2
Phone 755-2288

K62 — M.H. Office — Parksville
Box 489, 245 West Hirst Street
Parksville V0R 2S0
Phone 248-4332

K63 — M.H. Office — Port Alberni
4653 Margaret Street
Port Alberni V9Y 6H1
Phone 723-9401

K65 — M.H. Office — Courtenay
1, 420 Cumberland Road
Courtenay V9N 5M6
Phone 334-1340

K66 — M.H. Office — Campbell River
929B Ironwood Road
Campbell River V9W 3E5
Phone 286-7542

K67 — M.H. Office — Powell River
6953 Alberni Street
Powell River V8A 2B8
Phone 485-2855

K68 — M.H. Office — Port Hardy
Bag 11000, 7115 Market Street
Port Hardy V0N 2P0
Phone 949-7500

REGION L — SOUTH ISLAND

Regional Office
LAA — Regional Director
4573 Blenkinsop Road
Victoria V8X 2C7
Phone 658-5263

Area Office
L1A — M.H. Area Office — South Island
4573 Blenkinsop Road
Victoria V8X 2C7
Phone 658-5215

District Offices
L11 — M.H. Office — Greater Victoria Children's Section
2c, 770 Bay Street
Victoria V8T 1R1
Phone 387-1127

L12 — M.H. Office — Greater Victoria Adult's Section
2c, 770 Bay Street
Victoria V8T 1R1
Phone 387-1127

L13 — M.H. Office — Duncan
321 Coronation Street
Duncan V9L 2T1
Phone 746-1372

Area Office
L2A — I.A./E.I.P. & F. & C.S. Area Office — Victoria West
965 Alston Street
Victoria V9A 3S5
Phone 387-1331

District Offices

L21 — F. & C.S. Office — Esquimalt
965 Alston Street
Victoria V9A 3S5
Phone 387-1331

L22 — F. & C.S. Office — Victoria West
965 Alston Street
Victoria V9A 3S5
Phone 387-1331

L23 — F. & C.S. Office — Langford
2787 Jacklin Road
Victoria V9B 3X7
Phone 478-5516

L24 — I.A./E.I.P. & F. & C.S. Office — Sooke
General Delivery
2065 Anna Marie Road
Sooke V0S 1N0
Phone 642-5203

L25 — Child Resources West
1627 Fort Street
Victoria V8R 1H8
Phone 598-5121

Area Office

L3A — I.A./E.I.P. & F. & C.S. Area Office — Victoria East
4573 Blenkinsop Road
Victoria V8X 2C7
Phone 658-5215

District Offices

L31 — F. & C.S. Office — Saanich
770c Bay Street
Victoria V8T 1R1
Phone 387-4499

L32 — Permanency Planning
1627 Fort Street
Victoria V8R 1H8
Phone 598-3700

L33 — F. & C.S. Office — Victoria East
770c Bay Street
Victoria V8T 1R1
Phone 387-4499

L34 — I.A./E.I.P. & F. & C.S. Office — Sidney
111 Landmark Building
2506 Beacon Avenue
Sidney V8L 1Y2
Phone 656-3941

L35 — Child Resources East
1627 Fort Street
Victoria V8R 1H8
Phone 598-5121

L36 — Victoria Response Office/After Hours
770c Bay Street
Victoria V8T 1R1
Phone 387-4499

Area Office

L4A — I.A./E.I.P. Area Office — Victoria West
4573 Blenkinsop Road
Victoria V8X 2C7
Phone 658-5215

District Offices

L41 — I.A./E.I.P. Office — Esquimalt/Victoria West
3, 1318 Esquimalt Road
Victoria V9A 3P6
Phone 387-16381

L42 — I.A./E.I.P. Office — Gateway Village
403, 771 Vernon Avenue
Victoria V8X 5A7
Phone 387-3716

L43 — I.A./E.I.P. Office — Saanich
308, 771 Vernon Avenue
Victoria V8X 5A7
Phone 356-7601

L44 — I.A./E.I.P. Office — Langford
2787 Jacklin Road
Victoria V9B 3X7
Phone 478-5516

Area Office

L5A — I.A./E.I.P. Area Office — Victoria East
4573 Blenkinsop Road
Victoria V8X 2C7
Phone 658-5215

District Offices
L51 — I.A./E.I.P. Office — Downtown
200, 1250 Quadra Street
Victoria V8W 2K7
Phone 387-5356

L52 — I.A./E.I.P. Office — Fernwood
1284 Gladstone Avenue
Victoria V8T 1G6
Phone 387-6971

L53 — I.A./E.I.P. Office — Oak Bay
1827 Fort Street
Victoria V8R 1J6
Phone 387-5117

L55 — Employment Plus Program
1827 Fort Street
Victoria V8R 1J6
Phone 356-8910

Area Office
L6A — I.A./E.I.P. & F. & C.S. Area Office — Duncan/Cowichan
5855 York Road
Duncan V9L 3S3
Phone 746-1375

District Offices
L61 — I.A./E.I.P. Office — Duncan
321 Coronation Street
Duncan V9L 2T1
Phone 746-1252

L62 — I.A./E.I.P. Office — Cowichan
5855 York Road
Duncan V9L 3S3
Phone 746-1375

L63 — F. & C.S. Office — Duncan
321 Coronation Street
Duncan V9L 2T1
Phone 746-1372

L64 — F. & C.S. Office — Cowichan
5855 York Road
Duncan V9L 3S3
Phone 746-1375

ACTS SSH 39

The Ministry of Social Services and Housing is responsible for the following Acts.

Adoption Act
Family and Child Service Act
Guaranteed Available Income for Need (GAIN) Act
Human Resource Facility Act
Ministry of Social Services and Housing Act
Residence and Responsibility Act
Shelter Aid for Elderly Renters Act
Social Workers Act

MINISTRY OF SOLICITOR GENERAL

MINISTER
Parliament Buildings
Victoria V8V 1X4

DEPUTY MINISTER
Fourth Floor, 910 Government Street
Victoria V8V 1X4

The Ministry of Solicitor General was established July 6, 1988, in recognition of the government's commitment to public safety, to the protection of its citizens and to the regulation of various enterprises in our society. As support to the provincial justice and regulatory system, the ministry ensures that individual rights are protected at the same time that people in British Columbia are, and believe themselves to be, safe in their communities.

General Enquiries: phone 387-5259

COMMUNICATIONS AND PUBLIC AFFAIRS SG 1

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-1233

Communications and Public Affairs supports ministry programs and policies by providing information to the public and media through press releases and conferences, advertising campaigns and displays, planning special events, and development of audio/visual materials. It also advises on communications plans and strategies and provides communications services for all ministry branches, agencies, boards and commissions.

WOMEN'S PROGRAMS SG 2

Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5698

Women's Programs was established in this ministry in mid-1989. The objectives are to create and promote **career enhancement** opportunities to enable **women** to maximize their employment/promotional potential; to encourage and support the formation of women's groups and information exchange within the ministry; to assist women and men in the ministry to work together effectively; and to collect data, annually, on women and men employed in the ministry.

TRAFFIC SAFETY DIRECTORATE SG 3

202, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2558

The Traffic Safety Directorate was established and a chairman appointed June 1, 1989. The directorate provides guidance to research, evaluation, program and policy development, and public information in the traffic safety area. It ensures **co-ordination** of all government programs and addresses every dimension of the **traffic safety** problem.

SUPPORT SERVICES BRANCH SG 4

Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 356-8731

The Support Services Branch supplies the central services required to support the overall operation of the ministry and also provides administrative support for several agencies, boards and commissions.

FINANCE AND ADMINISTRATION SG 5

Second Floor, 1012 Douglas Street
Victoria V8W 2C3
Phone 356-2053

Finance and Administration provides the central financial and administrative services required by the ministry. Responsibilities under this program include financial reporting, financial policy development, facilities planning and management, and administrative services including vehicles management. Claims for federal-provincial cost-sharing agreements are prepared and submitted as part of this program. Finally, the audit sub-program is administered by this division.

INFORMATION AND TECHNOLOGY SYSTEMS SG 6

Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5281

This unit is responsible for the development of policy and plans for ministry information systems; the development of standards and quality control; daily operational support of the ministry's minicomputers and networks; co-ordination and integration of the ministry systems initiative (for example, finance and electronic mail); and system acquisitions and development. This program also assists information access through B.C. Systems Corporation.

POLICY AND RESOURCE ANALYSIS SG 7

Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-1650

Policy and Resource Analysis provides centralized ministry-wide policy analysis, resource planning, management information and program evaluation to assist senior managers in planning and decision making. Responsibilities include co-ordinating the ministry's legislative program; **liaising** with federal, provincial and non-government organizations on **justice-related matters;** developing the annual ministry budget request; monitoring program expenditures and recommending corrective action; planning and performing program evaluations; and co-ordinating development of statistical and management information for senior management.

PERSONNEL SERVICES SG 8

Third Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5340

Personnel Services provides assistance with and information on labour relations; arbitration hearings, employer/union negotiating committees; liaison with Government Personnel Services Division; recruitment, selection, staffing policies and procedures; staff training, education and development; composition of job descriptions, position classification, and classification appeals; occupational health and safety; and development of personnel policies. Personnel Services offers advice on ministry **organizational structure** and design, reporting relationships and other related matters.

PROGRAM SUPPORT SERVICES SG 9

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-1233

Program Support Services provides support services to the ministry's independent **boards** and **commissions** as well as core funded justice-related **agencies.** Responsibilities include liaison between the ministry and its independent boards and commissions, co-ordination of the appointment processes of board and commission, and provision of funds to core justice-related agencies.

B.C. BOARD OF PAROLE SG 10

301, 10090 — 152nd Street
Surrey V3R 8X8
Phone 660-8846

The Board of Parole determines whether applications for conditional release from individuals incarcerated in provincial institutions will be granted.

The board conducts hearings in provincial **correctional centres** to review the conduct and plans of an applicant. The board considers past **criminal** behaviour, the remarks of the **court** at sentence, relevant **medical** information and representations of **victims.**

The general public is the main beneficiary of the work of this board, which attempts to ensure that those granted parole will not pose a threat to the public.

B.C. GAMING COMMISSION SG 11

848 Courtney Street
Victoria V8V 1C4
Phone 356-2797

The B.C. Gaming Commission, together with the Public Gaming Branch, controls and regulates charitable gaming in the province.

The commission licences and develops policies for **bingos,** ticket **raffles, casinos,** fairs, exhibitions and social clubs. It also conducts hearings for **licence** denials, suspensions and revocations. Community information meetings are held in various parts of the province.

Eligible **charitable organizations** benefit by sharing in the gaming revenue earned, and the functions of this commission protect the gaming public (players) by ensuring fairness.

B.C. POLICE COMMISSION SG 12

405, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2385
or

408, 3960 Quadra Street
Victoria V8X 4A3
Phone 387-0020

The B.C. Police Commission improves communication between the police and the public. It conducts regular **inspections** of independent municipal police forces and makes recommendations in operational areas such as standards, training, firearms and equipment. Other responsibilities include **research,** supervising the citizen/police **complaint** process, and acting as an appeal board for licensing of **private investigators** and **security agencies.**

B.C. RACING COMMISSION SG 13

200, 4596 Canada Way
Burnaby V5G 4L9
Phone 660-7400

The B.C. Racing Commission governs, directs, controls and regulates **horse racing** in the province. It supervises all race meetings at which pari mutuel wagering (i.e., betting in which winners divide losers' stakes) is conducted, **licenses** all participants, and maintains a permanent staff of racing officials, investigators and clerical personnel.

This commission serves patrons as well as participants in the races, including horses, owners and jockeys.

COMMERCIAL APPEALS COMMISSION SG 14

1304, 865 Hornby Street
Vancouver V6Z 2H4
Phone 660-2987

The Commercial Appeals Commission hears **appeals** under the following provincial **statutes** in order to comply with statutory requirements: Cemetery and Funeral Services Act; Company Act; Credit Reporting Act; Credit Union Act; Insurance Act; Mortgage Brokers Act; Motor Dealer Act; Real Estate Act; Society Act; and Travel Agents Act. In addition, the commission provides support for the Liquor Appeal Board on a cost recovery basis.

The commission primarily serves those persons who are involved in administrative decisions relating to the above provincial statutes.

B.C. CORONERS SERVICE SG 15

4595 Canada Way
Burnaby V5G 4L9
Phone 660-7737

The B.C. Coroners Service attempts to clarify the facts of all sudden and unexpected **deaths** for the public record and, if possible, prevent future loss of life in similar circumstances. Through investigations of the physical, human and medical factors, it makes judicial determinations and may conclude investigations with **inquests** in order to focus public attention on a particular death or to examine witnesses under oath.

The program serves relatives and friends of the deceased, the community at large, law enforcement agencies, and industrial, medical and public safety related organizations.

Office of the Chief Coroner
Second Floor, 4595 Canada Way
Burnaby V5G 4L9
Phone 660-7737

Northern Regional Coroner
Third Floor, 1600 Third Avenue
Prince George V2L 3G6
Phone 565-6040

Vancouver Regional Coroner
Second Floor, 4595 Canada Way
Burnaby V5G 4L9
Phone 660-7718

Victoria Regional Coroner
301, 1012 Douglas Street
Victoria V8W 2C3
Phone 387-5811

Provincial Toxicology Centre
500 Lougheed Highway
Port Coquitlam V3C 1J0
Phone 524-7248

Chilliwack Regional Coroner
31, 9391 College Street
Chilliwack V2P 4L7
Phone 795-8428

Fraser Regional Coroner
Second Floor, 4595 Canada Way
Burnaby V5G 4L9
Phone 660-7700

Kamloops Regional Coroner
404, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4381

Kelowna Regional Coroner
123, 1420 Water Street
Kelowna V1Y 1J2
Phone 861-7429

Nanaimo Regional Coroner
Fifth Floor, East Side,
17 Church Street
Nanaimo V9R 5H5
Phone 755-2240

CRIMINAL INJURY COMPENSATION BOARD SG 16

6951 Westminster Highway
Richmond V7C 1C6
Phone 276-3129

This program primarily serves **victims** of crime and those who are **injured** assisting in crime prevention or the apprehension of offenders. Administered by the **Workers' Compensation Board,** it determines if an individual is entitled to compensation and the form and amount of the award.

MOTION PICTURE APPEAL BOARD SG 17

310, 435 Columbia Street
New Westminster V3L 5N8
Phone 660-8789

The Motion Picture Appeal Board assists in the **regulation** of the **film** and **video** industry in the province.

The board hears appeals by exhibitors and distributors of motion pictures and videos concerning decisions made by the Film Classification Branch. Appeals relate to decisions on **classification** of films, theatre-licence suspensions and refusals to issue **theatre** or **film exchange licences.**

This program benefits the public and those involved in the distribution and sale of films and videos.

MOTOR CARRIER COMMISSION SG 18

108, 4240 Manor Street
Burnaby V5G 3X5
Phone 660-2903

The Motor Carrier Commission regulates the province's **for-hire motor carrier** industry (i.e., **trucks, taxis, buses,** etc., which transport passengers or goods for payment) in order to promote adequate and efficient services at reasonable cost, to promote safety on public highways, and to encourage good economic conditions in the business.

Applications for a new **licence,** or a change to an existing authority, are processed by the Motor Carrier Division of the Motor Vehicle Branch. A recommendation is forwarded to the Commission for decision.

The primary clients are the for-hire motor carriers who benefit from a regulated market and the assurance that all carriers must meet the same standards of safety, mechanical fitness and the conduct of business.

ORDER IN COUNCIL PATIENTS REVIEW BOARD SG 19

310, 435 Columbia Street
New Westminster V3L 5N8
Phone 660-8789

The Order In Council Patients Review Board examines the circumstances of persons charged with an offence who are found by the courts to be **unfit to** stand trial or **not guilty by reason of insanity.** The board recommends to Cabinet what steps might be taken, considering the patient's mental state and the interests of the public, to achieve a gradual return to the community.

FILM CLASSIFICATION BRANCH SG 20

140 East Eighth Avenue
Vancouver V5T 1R7
Phone 660-2955

All **films** which are to be exhibited publicly, or adult **videos** which are sold to be rented through video retail outlets, must first be submitted to the Film Classification Branch. The branch can refuse to approve exhibition or distribution of a film or video, or may order the removal of specified material deemed to be in violation of the Motion Picture Act. Additionally, the branch **licenses theatres, film** and **video** distributors, and all video retailers. Regular inspections of theatres and video outlets are part of an ongoing **inspection** program which also includes responding to public **complaints.**

PUBLIC GAMING BRANCH SG 21

848 Courtney Street
Victoria V8W 1C4
Phone 387-5311

The Public Gaming Branch, together with the B.C. Gaming Commission, sets and enforces operational standards for the gaming industry in British Columbia, excluding public lotteries and horse racing. It regulates the operation of **bingos, casinos, raffle** tickets and gaming at **fairs, exhibitions** and **social clubs.** The branch receives and screens all applications for gaming **licences** and makes recommendations to the B.C. Gaming Commission for approval, amendment or denial of a licence. In addition, it also enforces the terms and conditions of those licences and monitors all gaming activity through inspections, audits and investigations of irregularities and suspected violations.

CORRECTIONS BRANCH SG 22

Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5059

The Corrections Branch provides services and programs within **adult correctional centres** and **youth containment centres.** The branch supervises persons in the community who are under **probation** or **bail** supervision orders or who have been paroled or released on temporary absence from a correctional centre. Probation officers also provide a variety of reports to the courts.

Family Court Counsellors provide mediation and conciliation services to separated families to help resolve **family/marital disputes** as an alternative to court. They also provide information and recommendations to the court on issues concerning child custody and access and other family matters.

Corrections Regional Offices:

Fraser Regional Office
220, 2881 Garden Street
Clearbrook V2T 4X1
Phone 852-5333

Interior Regional Office
221, 455 Columbia Street
Kamloops V2C 5K4
Phone 828-4050

Northern Regional Office
45, 1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6050

Vancouver Island Regional Office
First Floor, Courthouse
851 Blanshard Street
Victoria V8V 1X4
Phone 387-1581

Vancouver Metro Regional Office
401, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2880

MANAGEMENT SERVICES

SG 23

Corrections Branch
Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5059

Management Services provides specialized support services necessary to operate correctional programs and to enable the branch to account to the ministry, government and public for its effectiveness and efficiency.

The Support Services Program Analysis and Evaluation Section advises senior managers, through Branch Management Committee meetings, on **policy,** standards, **programs** and procedures. Its focus is on the branch's major programs outlined in the Corrections Branch summary, and this section also maintains the branch's standards manual. The Support Services Resource Analysis Section provides advice to the Branch Management Committee concerning financial, facility, staffing and material resources, development and operation of data systems, and office automation. It monitors, forecasts and analyzes delivery of services.

Inspection and Standards receives and examines **complaints** from, or on behalf of, inmates, probationers, parolees and youths or parents of youths, and others receiving services from the **corrections system.** On the request of the Solicitor General or Commissioner, the division investigates matters respecting the administration of the **Corrections Act.**

Contracted Management Services administers three major service contracts: **Health Services** (medical, dental, pharmacological and psychological services for inmates and occasional probation, family and community cases); **Religious Programs** (pastoral care, counselling, moral and spiritual support, religious programs to inmates, their families and corrections staff); and **Staff Training** (co-ordinated with the Corrections Academy of the Justice Institute of British Columbia, to design, develop and deliver courses for the branch).

Health Services
404, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-3165

Religious Programs
401, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-3165

Justice Institute of British Columbia
Corrections Academy
4180 West Fourth Avenue
Vancouver V6R 4J5
Phone 228-9771

ADULT CORRECTIONAL CENTRES SG 24

Fourth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-5059

Adults with sentences of less than two years are placed in provincial correctional institutions.

All correctional centres are categorized as secure, open, or community. In secure facilities emphasis is placed on security, separation and protection. The 12 open facilities hold the largest proportion of sentenced inmates. Emphasis in open facilities is on specialized **training** programs or organized **work** projects such as fish farms and sawmills. There are five community correctional centres. In these centres the focus is on community **employment, training, education** and **community work** projects.

The branch also contracts with private agencies to provide accommodation similar to community correctional centres. Offenders may be transferred to a contracted residential centre only after they are granted a temporary absence from a branch correctional facility.

Alouette River Correctional Centre
Box 1000
Maple Ridge V2X 7G4
Phone 463-8891

Burnaby Correctional Centre for Women
7900 Fraser Park Drive
Burnaby V5J 5B9
Phone 430-5555

Bear Creek Correctional Centre
Box 1761, RR 1
Wells Gray Park Road
Clearwater V0E 1N0
Phone 674-3256

Chilliwack Community Correctional Centre
45914 Rowat Avenue
Chilliwack V2P 1J3
Phone 795-8305

Ford Mountain Correctional Centre
Box 365
Chilliwack V2P 6J4
Phone 858-3395

Fraser Regional Correctional Centre
Box 1500, 13777 — 256th Street
Maple Ridge V2X 7G3
Phone 462-9313

Hutda Lake Correctional Centre
Bag 9600
Prince George V2L 5J9
Phone 964-0504

Kamloops Community Correctional Centre
605 East Trans-Canada Highway
Kamloops V2C 3Z5
Phone 828-4398

Kamloops Regional Correctional Centre
Box 820
2250 West Trans-Canada Highway
Kamloops V2C 5M9
Phone 372-7202

Marpole Community Correctional Centre
8982 Hudson Street
Vancouver V6P 4N4
Phone 660-1684

Mount Thurston Correctional Centre
Box 365, 53033 Chilliwack Lake Road
Chilliwack V2P 6J4
Phone 858-3393

Nanaimo Correctional Centre
Bag 4000
Nanaimo V9R 5N3
Phone 758-7353

New Haven Correctional Centre
4250 Marine Drive
Burnaby V5J 3E9
Phone 660-5945

Prince George Regional Correctional Centre
Box 4300
Prince George V2L 5J9
Phone 562-6421

Rayleigh Correctional Centre
Box 820
Kamloops V2C 5M9
Phone 578-7244

Stave Lake Correctional Centre
Box 1000
Maple Ridge V2X 7G4
Phone 462-7233

Surrey Community Residential Centre
13729 — 92nd Avenue
Surrey V3V 1H9
Phone 660-8888

Surrey Pre-Trial Services Centre
14323 — 57th Avenue
Surrey V3X 1B1
Phone 599-4110

Terrace Community Correctional Centre
4926 Highway 16 West
Terrace V8G 1L8
Phone 638-3227

Vancouver Island Community Correctional Centre No. 1
4216 Wilkinson Road
Victoria V8Z 5B2
Phone 479-1627

Vancouver Pre-Trial Services Centre
Vancouver Centre District
275 East Cordova Street
Vancouver V6A 3W3
Phone 683-0381

YOUTH CONTAINMENT CENTRES SG 25

Youth Containment Centres safely hold young persons remanded or sentenced by the Youth Court in open or secure custody while respecting their rights and freedoms, and meeting their special needs by providing guidance and assistance.

Only "young persons," as defined by the **Young Offenders Act** (Canada), i.e., over 12 years of age, but under 18 years at the time of the commission of the offence, may be received at youth custody centres.

There are nine **youth custody centres** in operation categorized as either open or secure facilities. The Youth Court determines the level of security. All centres offer opportunities for activities aimed at minimizing the negative effects of custody, and provide a structured setting to promote personal growth, educational skills and healthy work habits.

Boulder Bay Youth Custody Centre
Box 1000
Maple Ridge V2X 7G4
Phone 649-2079

Burnaby Youth Custody Centre
Box 80780
Burnaby V5H 3Y1
Phone 660-4744

Centre Creek Youth Custody Centre
Box 365
Chilliwack V2P 6J4
Phone 858-3397

High Valley Youth Camp
Box 820, District 1
Logan Lake V0K 1W0
Phone 523-6266

Holly Open Custody Centre
3655 Willingdon Avenue
Burnaby V5G 3X1
Phone 660-5545

Lakeview Youth Custody Centre
Box 8500
Campbell River V9W 5C5
Phone 287-2246

Prince George Youth Containment Centre
Service Bag 10,000
Prince George V2N 4P2
(street address: 1211 Gunn Road)
Phone 562-5393

Willingdon Youth Detention Centre
3655 Willingdon Avenue
Burnaby V5G 3X1
Phone 660-5986

Victoria Youth Custody Centre
1125 Pembroke Street
Victoria V8T 1J3
Phone 387-1938

PROBATION, FAMILY AND COMMUNITY SERVICES SG 26

Probation officers and **family court counsellors** provide services to the courts, offenders, families and communities throughout the province. They are involved in supervising accused persons and offenders who are subject to **bail, probation or parole orders;** conducting investigations and preparing reports on accused and convicted persons; advising the court on matters such as sentencing options, social background of offenders and dispositional reviews; helping families and couples who are separating to resolve issues such as **child custody, guardianship** and **access;** providing information and services to members of the community; and helping to identify, develop and manage needed community-based correctional programs.

100 Mile House Probation and Family Court Services
Box 7000
100 Mile House V0K 2E0
Phone 395-5561

Abbotsford Probation and Family Services
101, 32544 Dahlstron Avenue
Clearbrook V2T 4Y1
Phone 852-5371

Ashcroft Probation and Family Court Services
Box 909
Ashcroft V0K 1A0
(street address: 308 Brink Street)
Phone 453-9181

Bella Coola Probation and Family Court Services
Box 280
Bella Coola V0T 1C0
Phone 799-5356

Burnaby Probation
4425 Ledger Avenue
Burnaby V5G 3T2
Phone 660-7375

Burnaby/New Westminster Family Court Services
203, 7893 Edmonds Street
Burnaby V3N 1B9
Phone 660-8636

Campbell River Probation and Family Court Services
Courthouse
500 — 13th Avenue
Campbell River V9W 6P1
Phone 286-7522

Castlegar Probation and Family Court Services
555 Columbia Street
Castlegar V1N 1G8
Phone 365-8518

Chilliwack Probation and Family Court Services
45890 Victoria Avenue
Chilliwack V2P 2T1
Phone 795-8311

Clearwater Probation and Family Court Services
Box 1986, RR 1
Clearwater V0E 1N0
(street address:
363 Murtle Crescent)
Phone 674-2414

Coquitlam Probation and Family Court Services
200, 218 Blue Mountain Street
Coquitlam V3K 4H2
Phone 660-7775

Courtenay Probation and Family Court Services
Courthouse, 420 Cumberland Road
Courtenay V9N 5M6
Phone 334-1125

Cranbrook Probation and Family Court Services
1601 First Street South
Cranbrook V1C 1B7
Phone 426-1210

Creston Probation and Family Court Services
Box 1968
Creston V0B 1G0
(street address:
1017 Vancouver Street)
Phone 428-3222

Dawson Creek Probation and Family Court Services
205, 1201 — 103rd Avenue
Dawson Creek V1J 4J2
Phone 784-2288

Delta Probation and Family Court Services
115, 1077 — 56th Street
Delta V4L 2A2
Phone 943-1183

Duncan Probation and Family Court Services
302, 238 Government Street
Duncan V9L 1A5
Phone 746-1235

Fernie Probation and Family Court Services
Bag 1000
Fernie V0B 1M0
(street address:
401 — 45th Avenue)
Phone 423-6864

Fort St. John Probation and Family Court Services
101, 1600 — 100th Street
Fort St. John V1J 4L5
Phone 787-3251

Fraser Electronic Monitoring System
Surrey CRC
13729 — 92nd Avenue
Surrey V3V 1H9
Phone 660-8888

Golden Probation and Family Court Services
Box 1740
Golden V0A 1H0
(street address:
Courthouse, 505 Sixth Street)
Phone 344-7578

Hope Probation and Family Court Services
Box 910
Hope V0X 1L0
Phone 869-9616

Kamloops Probation and Family Court Services
102, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4008

Kelowna Probation and Family Court Services
202, 1465 Ellis Street
Kelowna V1Y 2A3
Phone 861-7454

Kimberley Probation and Family Court Services
1565 Victoria Street
Kimberley V1A 3A2
Phone 427-4014

Kitimat Probation and Family Court Services
503 City Centre
Kitimat V8C 2N1
Phone 632-2175

Lake Cowichan Probation and Family Court Services
(sub-office of Duncan)
Box 1077, 89 Lakeview Avenue
Lake Cowichan V0R 2G0
Phone 749-5122

Langley Probation and Family Court Services
105, 20678 Eastleigh Crescent
Langley V3A 4C4
Phone 530-7141

Lillooet Probation and Family Court Services
Bag 700
Lillooet V0K 1V0
(street address:
Courthouse, 615 Man Street)
Phone 256-4441

Mackenzie Probation and Family Court Services
Bag 5000
Mackenzie V0J 2C0
Phone 997-6633

Maple Ridge Probation Family Court Services
Room 150, Courthouse
11960 Haney Place
Maple Ridge V2X 6G1
Phone 463-4148

Merritt Probation and Family Court Services
Bag 4400
Merritt V0K 2B0
(street address:
201, 2090 Coutlee Avenue)
Phone 378-9355

Mission Probation and Family Court Services
32818 Seventh Avenue
Mission V2V 2C3
Phone 826-1207

Nanaimo Probation and Family Court Services
Fourth Floor, 17 Church Street
Nanaimo V9R 5H5
Phone 755-2380

Nelson Probation and Family Court Services
Fifth Floor, 310 Ward Street
Nelson V1L 5S4
Phone 354-6181

New Westminster Probation
Second Floor, The Law Courts
Begbie Square
New Westminster V3M 1C9
Phone 660-8834

North East Probation Services
Second Floor, 1311 Commercial Drive
Vancouver V5L 3X5
Phone 660-9343

North Shore East Probation and Family Court Services
101, 200 East 24th Street
North Vancouver V7L 4R4
Phone 980-0550

North Shore West Probation and Family Court Services
206, 1571 Bellevue Avenue
West Vancouver V7V 1A6
Phone 660-1227

Oliver Probation and Family Court Services
Bag 5000
Oliver V0H 1T0
(street address: Courthouse, West Seventh Street)
Phone 498-2294

Parksville Probation and Family Court Services
Box 447, 198 Morrison Street
Parksville V0R 2S0
Phone 248-2026

Penticton Probation and Family Court Services
301, 246 Martin Street
Penticton V2A 5K3
Phone 492-1250

Port Alberni Probation and Family Court Services
Room 115, Courthouse
2999 Fourth Avenue
Port Alberni V9Y 8A5
Phone 724-3221

Port Coquitlam Probation and Family Court Services
2165 Kelly Avenue
Port Coquitlam V3C 4W6
Phone 941-0661

Port Hardy Probation and Family Court Services
Bag 11000
Port Hardy V0N 2P0
Phone 949-6361

Port McNeill Probation and Family Court Services
Bag 11000
Port McNeill V0N 2P0
Phone 956-4477

Powell River Probation and Family Court Services
12, 6953 Alberni Street
Powell River V8A 2B8
Phone 485-6224

Prince George Adult Probation
429, 1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6380

Prince George Youth Probation and Family Court Services
218, 1600 Third Street
Prince George V2L 3G6
Phone 565-6045

Prince Rupert Probation and Family Court Services
132 First Avenue West
Prince Rupert V8H 1A8
Phone 627-0435

Queen Charlotte Islands Probation and Family Court Services
Box 187
Port Clements V0T 1R0
Phone 557-4349

Quesnel Probation and Family Court Services
208, 350 Barlow Street
Quesnel V2J 2C1
Phone 992-4258

Revelstoke Probation and Family Court Services
Box 1540
Revelstoke V0E 2S0
(street address:
9, 555 Victoria Road)
Phone 837-7660

Saanich Probation and Family Court Services
3690 Shelbourne Street
Victoria V8P 4H3
Phone 721-2744

Salmon Arm Probation and Family Court Services
Box 399
Salmon Arm V1E 4N5
(street address:
208 Samara Building,
231 Trans-Canada Highway Northeast)

Sechelt Probation and Family Court Services
Box 99
203 Teredo Square
Sechelt V0N 3A0
Phone 885-3274

Sidney Probation and Family Court Services
9884 Third Street
Sidney V8L 4R2
Phone 656-5531

Smithers Probation and Family Court Services
Bag 5000
Smithers V0J 2N0
Phone 847-7365

Sooke Probation and Family Court Services
207, 6642 Sooke Road, RR 1
Sooke V0S 1N0
Phone 642-6833

South East Probation Services
6649 Victoria Drive
Vancouver V5N 5R3
Phone 660-6843

South East Specialized Supervision Unit
8982 Hudson Street
Vancouver V6P 4N4
Phone 660-1852

Surrey North Probation and Family Court Services
10475 — 138th Street
Surrey V3T 4K4
Phone 584-8111

South West Probation Services
2415 Columbia Street
Vancouver V5Y 3E8
Phone 660-6636

South Vancouver Probation Services
3457 Kingsway Avenue
Vancouver V5R 5L5
Phone 660-2370

Squamish Probation and Family Court Services
Box 2030, 38077 Second Avenue
Squamish V0N 3G0
Phone 892-5931

Surrey Central Probation and Family Court Services
13371 — 72nd Avenue
Surrey V3W 2N5
Phone 590-2486

Surrey Justice Centre Probation and Family Court Services
14340 — 57th Avenue
Surrey V3X 1B2
Phone 572-2340

Surrey North Probation and Family Court Services
10475 — 138th Street
Surrey V3T 4K4
Phone 584-8111

Terrace Probation and Family Court Services
120, 3408 Kalum Street
Terrace V8G 2N6
Phone 638-3231

Trail Probation and Family Court Services
203, 805 Spokane Street
Trail V1R 3W4
Phone 364-0555

Twin Maples Correctional Centre
Box 100
Maple Ridge V2X 7E9
Phone 462-9211

Vancouver Community Pre-Trial Services
275 East Cordova Street
Vancouver V6A 3W3
Phone 660-3700

Vancouver East Family Court Services
203, 1651 Commercial Drive
Vancouver V5L 3Y3
Phone 660-6828

Vancouver West Family Court Services
201, 1520 West Eighth Avenue
Vancouver V6J 4R8
Phone 660-1727

Vanderhoof Probation and Family Court Services
Box 386
Vanderhoof V0J 3A0
Phone 567-6322

Vernon Probation and Family Court Services
3001 — 27th Street
Vernon V1T 4W5
Phone 549-5544

Victoria Probation and Family Court Services
Room 128, Law Courts
850 Burdett Avenue
Victoria V8W 1B4
Phone 387-6321

Western Community Probation and Family Court Services
Room 200, Courthouse
1756 Old Island Highway
Victoria V9B 1H8
Phone 474-9755

Williams Lake Probation and Family Court Services
201, 366 Yorston Street
Williams Lake V2G 4J5
Phone 398-4592

White Rock/Surrey Probation and Family Court Services
1, 15455 Vine Avenue
White Rock V4B 2T3
Phone 531-0234

Yale Street Probation and Family Court Services
2625 Yale Street
Vancouver V5K 1C2
Phone 660-9234

MOTOR VEHICLE BRANCH SG 27

2631 Douglas Street
Victoria V8T 5A3
Phone 387-3140

The Motor Vehicle Branch promotes safe and efficient movement of people and resources within the provincial transportation system. It regulates **drivers, vehicles** and **motor carriers; registers, licenses** and sets safety standards for vehicles; sets driver standards and licenses drivers by class; and administers enforcement and compliance programs. The branch also levies and collects fees, fines and other taxes.

MANAGEMENT SERVICES PROGRAM SG 28

2631 Douglas Street
Victoria V8T 5A3
Phone 387-3140

The Management Services Program provides administrative support to the Motor Vehicle Branch, including seven regional offices throughout the province. It also includes the superintendent and executive office, and central **policy, financial** and **administrative** functions.

The primary clients for this program are branch managers, central services of the ministry and government as a whole.

Central Interior Region
Regional Director
1600 Third Avenue
Prince George V2L 3G6
Phone 565-6260

Kootenay Region
Regional Director
B.C. Access Centre
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1262

North Coast Region
Regional Director
B.C. Access Centre
106, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3558

Peace River Region
Regional Director
25, 1405 — 102nd Avenue
Dawson Creek V1G 2E1
Phone 784-2301

Thompson/Okanagan Region
Regional Director
1860 Bredin Road
Kelowna V1Y 4R3
Phone 861-7299

Vancouver/Fraser Valley Region
Regional Director
102, 4240 Manor Street
Burnaby V5G 3L1
Phone 660-3370

Vancouver Island Region
Regional Director
19, 2220 Bowen Road
Nanaimo V9S 1H9
Phone 755-2782

MOTOR CARRIER DIVISION SG 29

2631 Douglas Street
Victoria V8T 5A3
Phone 387-3017

All for-hire motor carriers apply to this division to receive **licensing** from the Motor Carrier Commission. The division's task is to review requests for new authority, as well as alterations to or transfer of authority, and make recommendations to the commission. The **economic** impact on currently licensed carriers and public, as well as the degree of **mechanical safety** of these vehicles, are two major factors considered in licensing.

The division staff also investigate and take appropriate action on all **complaints** regarding the for-hire motor carrier industry. On compliance matters, staff attend road check points and weigh scale stations, and conduct audits of company records to ensure regulatory and rate compliance.

Central Interior Region
Motor Carrier Inspector
1600 Third Avenue
Prince George V2L 3G6
Phone 565-6255

Kootenay Region
Motor Carrier Inspector
42 Sixth Avenue South
Cranbrook V1C 2H3
Phone 426-1263

Lower Mainland Region
Motor Carrier Division
4240 Manor Street
Burnaby V5G 3X5
Phone 660-5454

Peace River Region
Motor Carrier Inspector
25, 1405 — 102nd Avenue
Dawson Creek V1G 2E1
Phone 784-2301

Southern Interior Region
Motor Carrier Inspector
Kamloops East Weigh Scale
SS 1, Trans-Canada Highway
Kamloops V2C 5N6
Phone 828-4321

Thompson/Okanagan Region
Motor Carrier Inspector
1420 Water Street
Kelowna V1Y 1J2
Phone 861-7299

Vancouver Island Region
Motor Carrier Inspector
1150 McKenzie Avenue
Victoria V8P 2L7
Phone 387-5473

LICENSING AND SUPPORT SERVICES PROGRAM SG 30

2631 Douglas Street
Victoria V8T 5A3
Phone 387-3140

Commercial and private vehicles are registered and licensed to provide a common record of ownership and insurance. Novice and experienced drivers are licensed in order to ensure they are qualified to drive and encourage safe driving practices.

The licensing program is comprised of four main sub-programs: **Vehicle Licensing** maintains a history of all vehicles registered and/or licensed in the province, as well as the registration of British Columbia-based and out-of-province-based commercial vehicles operated **intra-provincially. Specialized Licensing** is delivered through motor licence offices and appointed agents and regular vehicle licensing/registration is delivered through Autoplan Agents throughout the province. **Driver Licensing** examines an applicant's ability to safely operate a class of motor vehicle on a highway or industrial road, issues driver's licences and **identification cards,** administers the driver improvement and medical review programs, maintains individual driving records and provincial statute offence records, and licenses **driver training schools,** including operators and instructors. The **Road Safety Program** compiles statistics and research on **accident** reports in order to assist in policy development concerning traffic safety education and enforcement programs.

For information about how to obtain a driver's licence in communities not listed below, contact the nearest Government Agent (see Ministry of Development, Trade and Tourism, DTT 43.)

Vancouver/Fraser Valley Region
Abbotsford Agent, Motor Licence Office
33933 Cyril Street
Abbotsford V2S 5V2
Phone 852-5411
Driver Exams: Phone 852-5414

Vancouver/Fraser Valley Region
Burnaby Agent, Motor Licence Office
4705 Wayburne Drive
Burnaby V5G 3L1
Phone 660-5888
Driver Exams: Phone 660-5898

Vancouver/Fraser Valley Region
Coquitlam Agent, Motor Licence Office
104, 566 Lougheed Highway
Coquitlam V3K 3S3
Phone 936-3487

Vancouver/Fraser Valley Region
Langley Agent, Motor Licence Office
20290 Logan Avenue
Langley V3A 4L6
Phone 530-3087

Vancouver/Fraser Valley Region
Maple Ridge Agent, Motor Licence Office
22787 Dewdney Trunk Road
Maple Ridge V2X 3K4
Phone 463-3912
Driver Exams: Phone 463-3912

Vancouver/Fraser Valley Region
Mission Agent, Motor Licence Office
32818 Seventh Avenue
Mission V2V 2C3
Phone 826-2751
Driver Exams: Phone 826-2751

Kootenay Region
Nelson Agent, Motor Licence Office
100 McDonald Avenue
Nelson V1L 5Y7
Phone 354-6188
Driver Exams: Phone 354-6188

Vancouver/Fraser Valley Region
North Vancouver Agent, Motor Licence Office
125 East 13th Street
North Vancouver V7L 3L2
Phone 660-1266
Driver Exams: Phone 660-1293

Vancouver/Fraser Valley Region
Richmond Agent, Motor Licence Office
5740 Minoru Boulevard
Richmond V6X 2A9
Phone 660-9439

Vancouver/Fraser Valley Region
Surrey Agent, Motor Licence Office
13426 — 78th Avenue
Surrey V3W 8J6
Phone 590-3899
Driver Exams: Phone 590-5133

Kootenay Region
Trail Agent, Motor Licence Office
1725 Columbia Avenue
Trail V1R 1K4
Phone 364-0544
Driver Exams: Phone 364-0544

Vancouver/Fraser Valley Region
Vancouver Agent, Motor Licence Office
254 Robson Square
8000 Hornby Street
Vancouver V6Z 2C5
Phone 660-2397

Vancouver/Fraser Valley Region
Vancouver East Agent, Motor Licence Office
2277 Commercial Drive
Vancouver V5N 4B6
Phone 660-9191
Driver Exams: Phone 660-9196

Vancouver/Fraser Valley Region
Vancouver Point Grey Agent, Motor Licence Office
4126 MacDonald Street
Vancouver V6L 2P2
Phone 660-1734
Driver Exams: Phone 660-1735

Vancouver Island Region
Victoria Agent, Motor Licence Office
1150 McKenzie Avenue
Victoria V8P 2L7
Phone 387-6917
Driver Exams: Phone 387-3228

TRANSPORTATION OPERATIONS SG 31

2631 Douglas Street
Victoria V8T 5A3
Phone 387-4404

Transportation Operations administers the province's **weigh scales** where all commercial trucks are required to be checked to ensure loads meet the requirements authorized in the licence or permit. Fines are imposed on those that exceed their authorized limits. **Dangerous goods** inspections are conducted by vehicle inspectors and trained police officers to ensure the safety of the public and environment.

The program ensures that commercial vehicles are mechanically safe, that the causes of fatal accidents involving over-weight vehicles are investigated, and that private vehicle owners can have their vehicles inspected at approved facilities to promote traffic safety.

Burns Lake Portable Scale 154
Box 243
Burns Lake V0J 1E0
Phone 692-3285

Cache Creek Portable Scale
Box 382
Cache Creek V0K 1H0
Phone 457-6210

Campbell River Portable Scale
B.C. Access Centre
115, 1180 Ironwood Road
Campbell River V9W 5P7
Phone 286-7580

Castlegar Weigh Scale
605 Columbia Street
Castlegar V1N 1G9
Phone 365-8530

Castlegar Portable Scale
605 Columbia Street
Castlegar V1N 1G9
Phone 365-3381

Chetwynd Scale
Bag 105
Chetwynd V0C 1J0
Phone 788-2535

Coast Portable Scale
8150 Nordel Way
Delta V4C 8A9
Phone 660-8850

Cranbrook-Kootenay Portable Scale
Kootenay Portable Scale
B.C. Access Centre
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1264

Dawson Creek Scale
25, 1405 — 102nd Avenue
Dawson Creek V1G 2E1
Phone 784-2260

Dawson Creek/Peace River Portable Scale
25, 1405 — 102nd Avenue
Dawson Creek V1G 2E1
Phone 784-2250

Deas Tunnel North Scale
Box 75265
White Rock Postal Outlet
White Rock V9A 9N4
Phone 277-5313

Duncan North Scale
Duncan Weigh Scale
RR 4, Duncan V9L 3W8
Phone 746-1321

Duncan South
Duncan Weigh Scale
RR 4, Duncan V9L 3W8
Phone 746-1322

Fort Nelson Scale
Bag 1000
Fort Nelson V0C 1R0
Phone 774-7041

Fort St. John Scale
C-55, S-12, S.S. 2
Fort St. John V1J 4M7
Phone 787-3406

Fort St. John Portable Scale
Commercial Transport Division
B.C. Access Centre
10600 — 100th Street
Fort St. John V1J 4L6
Phone 787-3248

Fraser Valley Portable Scale
B.C. Access Centre
Suite E, 45850 Yale Road
Chilliwack V2P 2N8
Phone 795-8430

Golden Scale
Box 539
Golden V0A 1H0
Phone 344-7559

Haig Scale
Box 492
Hope V0X 1L0
Phone 869-2100

Hunter Creek Scale
Box 2275
Hope V0X 1L0
Phone 869-5552

Kaleden Scale
Box 848
Penticton V2A 7G1
Phone 497-5245

Kamloops North Scale
875 Yellowhead Highway
Kamloops V2H 1H2
Phone 828-4245

Kamloops East Scale
2575 West Trans-Canada Highway
Kamloops V1S 1N6
Phone 828-4288

Kamloops West Scale
2650 West Trans-Canada Highway
Kamloops V1S 1N7
Phone 828-4671

Kamloops Portable Scale
250, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4315

Kelowna Scale/Rutland Scale
2548 Highway 97 North
Kelowna V1X 4J4
Phone 861-7248

Laidlaw Scale
Box 873
Hope V0X 1L0
Phone 869-9330

Lower Mainland Portable Scale
8150 Nordel Way
Delta V4C 8A9
Phone 660-8850

Meziadin Portable Scale
Regional Director
106, 3220 Eby Street
Terrace V8G 5K8
Phone 234-3141

Midway Scale
Box 128
Midway V0H 1M0
Phone 449-2315

Nordel Scale
8150 Nordel Way
Delta V4C 8A9
Phone 660-8850

Pacific Scale
316 — 176th Street
Surrey V3S 5J9
Phone 538-1121

Parksville North Scale
RR 1
Nanoose Bay V0R 2R0
Phone 248-8581

Parksville South Scale
RR 1
Nanoose Bay V0R 2R0
Phone 248-6514

Penticton/Okanagan Portable Scale
Okanagan Portable Scale
106, 100 Main Street
Penticton V2A 5A5
Phone 492-1277

Port Mann East Scale (Westbound)
Box 528
Surrey V3T 5B7
Phone 660-8872

Port Mann West Scale (Eastbound)
Box 528
Surrey V3T 5B7
Phone 660-8874

Pouce Coupe Scale
Box 279
Pouce Coupe V0C 2C0
Phone 784-2261

Prince George North Scale
1600 Third Avenue
Prince George V2L 3G6
Phone 565-7113

Prince George South Scale
1600 Third Avenue
Prince George V2L 3G6
Phone 565-7114

Quesnel Scale
Box 4298
Quesnel V2J 3J3
Phone 992-4311

Quesnel Portable Scale
Box 4298
Quesnel V2J 3J3
Phone 992-4311

Radium Portable Scale
Box 2468
Invermere V0A 1K0
Phone 342-4293

Saanich Scale
2631 Douglas Street
Victoria V8T 5A3
Phone 658-5012

Salmon Arm Portable Scale
Bag 100
681 Marine Park Drive Northeast
Salmon Arm V1E 4S4
Phone 832-1759

Sparwood Weigh Scale
Box 1827
Sparwood V0B 2G0
Phone 425-6221

Surrey Portable Scale
8150 Nordel Way
Delta V4C 8A9
Phone 660-8850

Terrace Scale
2916 Highway 16 East
Terrace V8G 3N7
Phone 638-3317

Terrace Portable Scale
106, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3384

Tete Jaune Cache Scale
Box 490
Valemount V0E 2Z0
Phone 566-4311

Vanderhoof Scale
Box 399
Vanderhoof V0J 3A0
Phone 567-6315

Vernon Scale
Box 178
Vernon V1T 6M2
Phone 549-5479

Victoria Portable Scale
1150 McKenzie Street
Victoria V8P 2L7
Phone 387-3259

Williams Lake Scale
315 Cariboo Highway North
Williams Lake V2G 2V5
Phone 398-4491

Williams Lake Portable Scale
B.C. Access Centre
207, 540 Borland Street
Williams Lake V2G 1R8
Phone 398-4489

Yahk Scale
Box 95
Yahk V0B 2P0
Phone 424-5459

Yellowhead Portable Scale
1600 Third Avenue
Prince George V2L 3G6
Phone 565-6280

COMMERCIAL VEHICLE INSPECTION PROGRAM SG 32

The Commercial Vehicle Inspection Program requires owners of commercial vehicles weighing more than 8,200 kg to have their vehicles inspected on a regular basis. The National Safety Code (NSC) sets standards for record keeping, vehicle maintenance, driver control and carrier registration, and the program staff monitor and audit the NSC reports and inspection facilities. Staff also inspect **school buses.**

Vancouver Island Region
420 Cumberland Road
Courtenay V9N 5M6
Phone 334-1218

Kootenay Region
B.C. Access Centre
100 Cranbrook Street North
Cranbrook V1C 3P9
Phone 426-1265

Peace River Region
25, 1405 — 102nd Avenue
Dawson Creek V1G 2E1
Phone 784-2301

Thompson/Okanagan Region
250, 455 Columbia Street
Kamloops V2C 6K4
Phone 828-4317

Thompson/Okanagan Region
1860 Bredin Road
Kelowna V1Y 4R3
Phone 861-7299

Vancouver Island Region
18, 2220 Bowen Road
Nanaimo V9S 1H9
Phone 755-2782

Kootenay Region
2, 310 Ward Street
Nelson V1L 5S4
Phone 354-6515

Vancouver/Fraser Valley Region
125 East 13th Street
North Vancouver V7L 2L3
Phone 660-1296

Thompson/Okanagan Region
102, 100 Main Street
Penticton V2A 5A5
Phone 492-1275

Central Interior Region
1600 Third Avenue
Prince George V2L 3G6
Phone 565-6265

Vancouver/Fraser Valley Region
13426 — 78th Avenue
Surrey V3W 8J6
Phone 590-2215

North Coast Region
B.C. Access Centre
106, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3558

Vancouver Island Region
1150 McKenzie Avenue
Victoria V8P 2L7
Phone 387-3477

Central Interior Region
B.C. Access Centre
540 Borland Street
Williams Lake V2G 1R8
Phone 398-4486

POLICE SERVICES BRANCH SG 33

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-1751

Police Services Branch ensures that police services in the province are adequate and effective and that responses to major **emergencies** are well planned and co-ordinated. The branch works closely with the B.C. Police Commission, the Police Academy of the Justice Institute of British Columbia, RCMP detachments and independent municipal forces, and numerous provincial and federal ministries, agencies, industry and communities.

POLICY AND PROGRAMS DIVISION SG 34

Fifth Floor, 910 Government Street
Victoria V8V 1X4
Phone 387-1751

This division is responsible for the administration of policing agreements and budgets, and the development of policy and legislation, as well as the statistical monitoring of crime, program development and resource information and planning. Programs such as Victims Services, Crime Prevention, Road Traffic Safety, Multicultural Policing, Community Policing, and the B.C. Police Academy are all administered by the Policy and Programs Division.

CO-ORDINATED LAW ENFORCEMENT UNIT (CLEU) SG 35

2588 Cadboro Bay Road
Victoria V8R 5J2
Phone 356-1313

5 East Eighth Avenue
Vancouver V6Z 2E6
Phone 660-4924

CLEU combats organized and major crime in the province. **Joint forces operations**, comprised of seconded police personnel, are responsible for criminal investigations. The civilian component provides clerical, technical and analytical support to the joint forces operations, policy advice to government on all aspects of **organized crime** prevention and control, and **liaison** with domestic and foreign police and law enforcement agencies.

PROVINCIAL EMERGENCY PROGRAM (PEP) SG 36

3287 Oak Street
Victoria V8X 1P8
Phone 387-5956
Emergencies: phone 1-800-663-3456 (toll-free)

This program enables government to respond to major disasters through provincial emergency preparedness and by providing response and recovery measures. The program operates in nine zone offices that **liaise with municipalities** and other public and private agencies. Each office provides assistance through its municipal/area co-ordinators in preparing and exercising contingency plans for disaster response and inter-jurisdiction emergency co-ordination. The program also trains officials and volunteers, provides **search and rescue** resources and administers the **Flood Relief Act**.

Provincial Emergency Program
3287 Oak Street
Victoria V8X 1P8
Phone 387-5956

Provincial Emergency Program
Vancouver Zone Office
207, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-3723

Provincial Emergency Program
Chilliwack Zone Office
403, 9200 Mary Street
Chilliwack V8P 4H6
Phone 795-6408

Provincial Emergency Program
Courtenay Zone Office
368B — 11th Street
Courtenay V9N 8H5
Phone 334-2778

Provincial Emergency Program
Kamloops Zone Office
455 Columbia Street
Kamloops V2C 6K4
Phone 828-4357

Provincial Emergency Program
Kelowna Zone Office
1917 Kent Road
Kelowna V1Y 7S6
Phone 861-7328

Provincial Emergency Program
Nelson Zone Office
310 Ward Street
Nelson V1L 5S4
Phone 354-6395

Provincial Emergency Program
Prince George Zone Office
505, 280 Victoria Street
Prince George V2L 3H9
Phone 565-6115

Provincial Emergency Program
Terrace Zone Office
203, 3219 Eby Street
Terrace V8G 4R3
Phone 638-3515

SECURITY PROGRAMS DIVISION SG 37

Second Floor, 2881 Nanaimo Street
Victoria V8V 1X5
Phone 387-6981

The Security Programs Division is responsible for **firearms** control, regulation of the private **security industry,** and protective **security** within government. The division **licenses** and inspects firearm businesses and security agencies and their employees; regulates the operation of shooting clubs; administers the firearms acquisition certificate program; stores and disposes of seized firearms; trains appropriate government employees in the use of firearms; tests armoured car personnel on restricted weapon use; and informs police and the public of firearm policies and laws.

COUNTERATTACK PROGRAM SG 38

212, 815 Hornby Street
Vancouver V6Z 2E6
Phone 660-2525

The CounterAttack Program co-ordinates month-long, province-wide **police drinking-driving roadchecks** and enforcement campaigns (i.e., Christmas and Spring CounterAttack). As part of this activity, CounterAttack produces all public information associated with the program, including television, radio and print messages, and press releases (in conjunction with the ministry's Public Affairs Branch). The program evaluates its activities and researches all aspects of traffic and legislation pertaining to **alcohol-related traffic accidents.** CounterAttack also represents provincial interests regarding the drinking-driving issue to other governments, agencies and the private sector, and liaises with ministries and Crown corporations (e.g., Ministry of Attorney General, Ministry of Transportation and Highways, ICBC, BC Transit).

Program **publications** are available on request from the CounterAttack office or local police.

AGENCIES

The Ministry of Solicitor General has the responsibility for the Insurance Corporation of British Columbia (see Crown Corporations, CC 13).

ACTS

The Ministry of Solicitor General is responsible for the following Acts.

Attorney General Act (section 2 (g) or (h))
Commercial Appeals Commission Act
Commercial Transport Act
Coroners Act
Corrections Act
Criminal Code (Canada) (section 190)
Criminal Injury Compensation Act
Emergency Program Act
Family Relations Act (section 3)
Firearm Act
Flood Relief Act
Horse Racing Act
Motion Picture Act
Motor Carrier Act
Motor Vehicle Act
Police Act
Private Investigators and Security Agencies Act
Victims' Rights and Services Act

MINISTRY OF TRANSPORTATION AND HIGHWAYS

MINISTER
Parliament Buildings
Victoria V8V 1X4

DEPUTY MINISTER
940 Blanshard Street
Victoria V8W 3E6

In 1871, a Constitutional Act set up the Land and Works Department to locate, construct and maintain highways and bridges. In 1959, highways became the responsibility of the Department of Highways and, in 1976, the Department of Highways and Public Works. On September 27, 1977, the Ministerial Titles Amendment Act was passed and the department became a ministry. On November 23, 1979, the Ministry of Transportation and Highways was established.

The goal of this ministry is to provide for safe and efficient movement of people and resources on a provincial transportation network in conjunction with the economic development of the province in a socially and environmentally acceptable manner.

The ministry's road system consists of 42,000 km of roads, 2,700 bridges, and 17 inland ferry routes.

To ensure that transportation develops in an orderly, efficient fashion, the Crown corporations involved in transportation — British Columbia Ferry Corporation, BC Rail Ltd. and B.C. Transit — report to the Minister of Transportation and Highways.

The Ministry of Transportation and Highways is regionalized so that the public may call regional and district offices for information and services in their area (see regions and districts listing, THWY 31). Major projects are co-ordinated from headquarters.

ROAD INFORMATION LINE THWY 1

For up-to-date, **24-hour road condition information** call:

In Greater Vancouver	525-4997 (HWYS)
In Kelowna	860-4997
In Whistler	938-4997
In Abbotsford	855-4997
In Kamloops	371-4997
In Greater Victoria	380-4997
In the rest of the province	1-800-663-4997 (HWYS) (toll free)

HEADQUARTERS BRANCHES AND DEPARTMENTS

ADMINISTRATIVE SERVICES DEPARTMENT THWY 2

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5062 FAX 387-6431

The Administrative Services Department oversees all financial and personnel operations as well as public relations activities, information systems and administrative support services in Victoria. There are administration offices in six regions and 27 districts around the province (see regions and districts listing, THWY 31).

FINANCE AND ADMINISTRATION BRANCH THWY 3

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3100 FAX 387-5012

This branch allocates the ministry's budget and implements budget policies and procedures throughout the ministry. It also manages financial systems and policy. Staff perform the tasks of contract administration, payroll services and accounts payable and receivable, and oversee administrative support services such as purchasing, postal services, printing services, building services and insurance and claims.

Insurance and Claims (Phone 387-5878; FAX 356-9724) is responsible for the direction and operation of the ministry's risk management program. Staff are also responsible for the investigation, prosecution and resolution of claims both by and against the ministry.

Contract Administration (Phone 387-1411; FAX 356-9426) produces legal documents for headquarters construction, asphalt surfacing, and bridge and landscape contracts. Activities include calling for tenders, tabulation, assembly, printing and advertisement of documents and plans, and the sale of documents to the general public. It also produces all professional service contracts for headquarters and those over $100,000 for regions and districts.

Staff provide advice on contracting and government policy and procedures to regional contract administration offices around the province.

Contract Administration produces a **quarterly publication of contracts** planned for tendering by the ministry during the current fiscal year. This section also administers the **RISP** (Registration, Identification, Selection and Performance) system designed to assist in the fair and equitable selection of consultants for ministry contracts under $1 million.

INTERNAL AUDIT DEPARTMENT THWY 4

940 Blanshard Street
Victoria V8W 3E6
Phone 387-6831

The Internal Audit Department performs audits for the ministry to assist senior management to manage and control resources in an efficient and economical manner. Audits include asset and expenditure controls, contract administration, including hired equipment, and highways operations.

PUBLIC AFFAIRS BRANCH THWY 5

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3198 FAX 356-7706

The Public Affairs Branch distributes information to the public and maintains an ongoing communications program through news releases and advertising. The branch also produces pamphlets and bulletins on ministry activities and manages the relationship between the ministry and its various publics.

INFORMATION SYSTEMS BRANCH THWY 6

716 Courtney Street
Victoria V8W 1C2
Phone 387-1457 FAX 356-7184

The Information Systems Branch arranges for the design, purchase, installation and operation of computers, word processors and other information systems.

Systems specialists assist management throughout the ministry.

PERSONNEL SERVICES BRANCH THWY 7

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5368

Personnel Services Branch provides a full range of personnel services to the ministry, including organizational analysis and position classification, recruitment and selection, training and development, labour relations, health and safety programs and audio-visual services.

Personnel offices are located in each of the six regions.

PLANNING AND MAJOR PROJECTS DEPARTMENT THWY 8

940 Blanshard Street
Victoria V8W 3E6
Phone 387-6742

This department oversees the transportation planning functions of the ministry, including highway planning, transportation policy and major projects, and the delivery of major highway projects.

TRANSPORTATION PLANNING DIVISION THWY 9

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3932

The Transportation Planning Division oversees the Highway Planning Branch, Planning Services Branch (providing graphic and technical support material) and Policy Section.

HIGHWAY PLANNING BRANCH THWY 10

3B 2940 Blanshard Street
Victoria V8W 3E6
Phone 387-5251

The mandate of the Highway Planning Branch is to ensure that highway projects and programs meet ministry requirements for the safe and efficient delivery of highway services. The branch has four sections: Systems Planning, Program Planning, Project Planning and Municipal Programs.

The Highway Planning Branch is responsible for updating the highway component of the **Provincial Transportation Plan.** It also provides support to the planning offices in each of the regions.

MUNICIPAL PROGRAMS SECTION THWY 11

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3262

The Municipal Programs Section is responsible for cost-sharing programs (**Secondary Highway Program, New Incorporations and Municipal Restructures,** and **Bridge Assistance**) to support road improvement projects in 147 incorporated municipalities around the province. Municipalities may apply for provincial cost-sharing to upgrade secondary highways and bridges within their boundaries. As well, newly incorporated municipalities have access to provincial funding to offset the extra expense of highway maintenance and upgrading during the first few years of incorporation.

PLANNING SERVICES BRANCH THWY 12

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5252

The Planning Services Branch provides engineering and other technical/analytical planning services. It co-ordinates ministry transportation information requirements and manages a data-collection program related to the provincial highway network.

Other functions include the preparation of technical reports, graphics materials for reports, and overheads for public information meetings.

POLICY SECTION THWY 13

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5996

The Policy Section reviews **air, rail, marine** and **road** policies, regulations, and user charges in the province and around the world. Staff undertake surveys and other work to identify transportation system deficiencies and recommend action to promote economic development to improve the operation of transportation systems. The section also examines the feasibility of introducing new technology.

AIR TRANSPORT ASSISTANCE PROGRAM THWY 14

940 Blanshard Street
Victoria V8W 3E6
Phone 387-1879

This program offers financial assistance to smaller communities for **local airport development.** Examples of activities include constructing and repaving runways. The goal of this program is to improve air ambulance and scheduled/chartered air services into areas not linked to major communities by air. Local governments may apply for Air Transport Assistance funds through the ministry to assist with new construction, costly preventive maintenance and rehabilitation programs.

MAJOR PROJECTS BRANCH THWY 15

940 Blanshard Street
Victoria V8W 3E6
Phone 387-7560

A major project is generally defined as any highway project costing more than $50 million. Directors in the Major Projects Branch oversee all phases of a major project such as planning, environmental and socio-community studies, corridor selection, cost estimates, design, acquisition of **right-of-way,** construction and public consultation.

Project directors are also responsible for monitoring and reporting on all aspects of the project budget and schedule to ensure each project is completed on budget.

Current major projects include:
Cassiar Connector
Fraser River Crossing, Lower Mainland
Okanagan Connector
Okanagan Highway 97
Sea to Sky Highway
Second Narrows Bridge widening, Lower Mainland
Trans-Canada Highway Study, Lower Mainland
Vancouver Island Highway

HIGHWAYS OPERATIONS DEPARTMENT THWY 16

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3260

This is the largest department in terms of programs, personnel and budget allocation, and consists of the Professional Services Division at headquarters, six regional offices and 27 district offices (see regions and districts listing, THWY 31).

PROFESSIONAL SERVICES DIVISION (HEADQUARTERS)

HIGHWAY ENGINEERING BRANCH THWY 17

940 Blanshard Street
Victoria V8W 3E6
Phone 387-1264

The Highway Engineering Branch is responsible for formulating and producing design and construction standards for **highway traffic** and **electrical engineering.**

Staff supply all highway engineering requirements to the Major Projects Department. They prepare and evaluate route comparisons, highway alignments, interchanges and intersections.

ENVIRONMENTAL SERVICES THWY 18

940 Blanshard Street
Victoria V8W 3E6
Phone 387-1264

Environmental Services is a specialized section within Highway Engineering which deals with all environmental issues affected by **highway location** and **construction.**

Staff work with federal agencies and the Ministry of Environment as well as private sector specialists. They provide direction to regions, districts and headquarters to ensure environmental impacts from construction are minimized.

Environmental Services has been recognized by national agencies for its innovative handling of environmental concerns during highway construction and upgrading.

ROADSIDE DEVELOPMENT THWY 19

940 Blanshard Street
Victoria V8W 3E6
Phone 387-1264

Roadside Development is a specialized section within the Highway Engineering Branch which deals specifically with construction of **roadside rest areas** and **landscaping** projects. Staff provide services, standards and guidance to headquarters, regions and districts in all landscaping matters.

This section's role is expanding to consider general highway aesthetics.

TRAFFIC ENGINEERING THWY 20

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5061

Traffic Engineering staff prepare standards and technical guidance for the ministry in dealing with **traffic operation** problems. Staff also co-ordinate the design and installation of highway signs, traffic signals and highway lighting systems.

ELECTRICAL SECTION THWY 21

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5061

The Electrical Section establishes and maintains provincial standards and policy for the design, installation and inspection of highway electrical systems, such as traffic signals and highway lighting.

ENGINEERING SYSTEMS THWY 22

940 Blanshard Street
Victoria V8W 3E6
Phone 387-1264

Engineering Systems staff provide computer and systems expertise and support to regional and branch computer users. Staff also assist in the development and enhancement of highway engineering systems and provide training in all branch computer applications.

GEOTECHNICAL AND MATERIALS ENGINEERING BRANCH THWY 23

940 Blanshard Street
Victoria V8W 3E6
Telephone 387-1881

Geotechnical and Materials Engineering Branch provides professional advice and policy with respect to natural materials and **road construction materials,** their application, evaluation procedures and work performance. It prepares standards, specifications and pertinent manuals and carries out inspections.

Staff provide analysis and design for roadway structural components, related specialized testing and pavement management development. As well, staff perform terrain studies for highway planning, design and construction, and provide designs on bridge and other structural foundations.

Staff also co-ordinate the requisition and delivery of **asphalt** materials.

MATERIALS TESTING LABORATORY SECTION THWY 24

324 Kingston Street
Victoria V8V 1V7
Phone 387-1631 FAX 356-2012

The Materials Testing Laboratory performs materials research, testing and applications of chemicals (paint, sealants, etc.), steel, plastics, asphalt, and cements, and assesses the utilization of various natural materials that may be used in highway construction.

Staff establish and maintain standards and structural design methods, and study, develop and implement new asphalt and concrete mixes and physical testing methods.

GEOTECHNICAL AND MATERIALS BRANCH FIELD OPERATIONS SECTION THWY 25

3149 Production Way
Burnaby V5A 3H1
Phone 660-7307 FAX 660-6922

The Field Operations Section consists of the **drilling, geophysical** and **rock work** sub-sections.

Staff provide all-terrain drill data, and soil profiles and analysis to detect **gravel** deposits and to investigate the property and thickness of various terrain layers. The data is used to determine the most effective foundation design for bridges and other structures.

This section analyzes and effects rock work aimed at stabilizing slopes and minimizing the occurrence of slides.

BRIDGE ENGINEERING BRANCH THWY 26

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3267 FAX 387-7735

The Bridge Engineering Branch establishes and maintains **bridge design** standards and policy. Staff also provide preliminary and detailed designs for bridge and highway-related structures as well as feasibility studies for bridge crossings.

The branch also provides advice on maintenance, repair, improvements, and replacement of bridges and **ferry docks** for the ministry's ferries.

MARINE SERVICES THWY 27

940 Blanshard Street
Victoria V8W 3E6
Phone 387-3417

Marine Services is a specialized service within the Bridge Engineering Branch that oversees and provides administrative services to districts that manage the ministry's **inland ferry routes** (see Inland Ferry Schedule, THWY 34).

HIGHWAY SAFETY BRANCH THWY 28

940 Blanshard Street
Victoria V8W 3E6
Phone 387-5838 FAX 387-0091

The Highway Safety Branch identifies **accident-prone locations** in the provincial highway system and provides short and long-term solutions for these locations.

Staff work directly with other branches and regions to incorporate **safety standards** in construction and paving projects.

PROPERTIES BRANCH THWY 29

940 Blanshard Street
Victoria V8W 3E6
Phone 387-1838 FAX 387-7592

This branch administers policy and procedures for province-wide **property acquisitions** for right-of-way, leases and other purposes. Staff also provide technical advice on property management, land surveys, and gravel management.

Gravel management staff develop, implement, and administer the ministry's **gravel management program,** including policy, procedures, and required systems.

Regional staff are responsible for negotiations with property owners, appraisals of land and buildings, arrangement of leases, obtaining reservations of Crown lands, managing ministry properties, and disposing of surplus properties.

HIGHWAYS MAINTENANCE BRANCH THWY 30

940 Blanshard Street
Victoria V8W 3E6
Phone 387-6931 FAX 356-8143

The Highways Maintenance Branch is responsible for road and bridge maintenance standards and policies and the **Quality Assurance Program** that private-sector maintenance contractors must follow. This branch also monitors work reports from private-sector maintenance contractors.

Staff provide direction on equipment management and leasing, centre-line marking, and bridge resurfacing. Staff also manage communication systems used by private-sector maintenance contractors and ministry field staff and are responsible for communications hardware used by staff and contractors.

Highways Maintenance Branch establishes and maintains provincial avalanche control policies and procedures to forecast and control avalanches, and provide technical leadership and instruction to both ministry staff and maintenance contractors.

For list of **maintenance contractors,** see THWY 33.

REGIONS AND DISTRICTS THWY 31

Ministry operations have been decentralized to six regional offices. Each carries out the following day-to-day work.

Planning — working closely with local communities and municipalities to plan future projects and recommend these to headquarters for future budgeting.

Professional Services — carrying out property acquisition for construction projects, geotechnical activities such as rock slope stabilization, highway design for regional and district projects, construction supervision for new roads and bridges, and delivery of the annual new construction program, from conception through to construction.

Highway Operations — ensuring uniformity of standards in road maintenance and the establishment of the **Rehabilitation Program** in each region (restoring roads to new condition).

Finance and Administration — includes personnel, contract administration, accounts payable, and public information on all district and regional activities.

Contact district offices directly regarding new construction of local highways, road/bridge maintenance and rehabilitation programs, local hired equipment lists, seasonal highway load restrictions, development approvals, and subdivision and highways access applications.

Area managers responsible for ensuring private-sector maintenance contractors meet ministry road and bridge maintenance standards may be contacted by calling each district.

REGION 1

South Coast Regional Office
7818 Sixth Street
Burnaby V3N 4N8
Phone 660-8200 FAX 660-8817

Regional Operations (Districts)

Electrical District Office
2376 Cape Horn Avenue
Coquitlam V3K 1J8
Phone 660-8800 FAX 660-9842

Howe Sound District Office
1690 Main Street
North Vancouver V7J 1E3
Phone 987-9311 FAX 660-1200

Howe Sound District Sub-Office
(Gibsons)
Box 740, 1016 Seamount Way
Gibsons V0N 1V0
Phone 886-2294 FAX 886-3083

Lower Mainland District Office
200, 1065 Columbia Street
New Westminster V3M 6H7
Phone 660-8300 FAX 660-8371

Fraser Valley District Office
Box 340, 45474 Luckakuck Way
Sardis V2R 1A7
Phone 795-8363 FAX 795-8366

Fraser Valley District Sub-Office
(Hope)
204, 895 Third Avenue
Hope V0X 1L0
Phone 869-2401 FAX 869-2961

Fraser Valley District
Communications Office
RR 7, 203, 31018 Peardonville Road
Clearbrook V2S 5W6
Phone 859-4371

REGION 2

Thompson-Okanagan Regional
Office
523 Columbia Street
Kamloops V2C 2T9
Phone 828-4216 FAX 828-4229

Regional Operations (Districts)

South Okanagan District Highways
Office
254 Haynes Street
Penticton V2A 5R9
Phone 492-1300 FAX 492-1303

South Okanagan District Sub-Office
(Kelowna)
1939 Kent Road
Kelowna V1Y 7S6
Phone 861-7350 FAX 861-7354

Okanagan-Shuswap District Highways Office
2501B — 48th Avenue
Vernon V1T 3P9
Phone 549-5440 FAX 545-9381

Okanagan-Shuswap District Sub-Office (Salmon Arm)
Bag 100
825 Lakeshore Drive Southwest
Salmon Arm V1E 4S4
Phone 832-1644 FAX 832-1712

Nicola District Highways Office
Bag 4500, 3499 Voght Street
Merritt V0K 2B0
Phone 378-9359 FAX 378-9364

Thompson District Highways Office
1285 Dalhousie Drive
Kamloops V2C 5Z5
Phone 828-4200 FAX 828-4672

South Cariboo District Highways Office
Mailing Address:
Box 490
100 Mile House V0K 2E0
Location:
226, 483 Birch Avenue South
100 Mile House V0K 2E0
Phone 395-5575 FAX 395-5517

South Cariboo District Sub-Office (Lillooet)
Bag 700
Second Floor, 530 Main Street
Lillooet V0K 1V0
Phone 256-4255 FAX 256-7425

South Cariboo District Sub-Office (Ashcroft)
Box 530
Ashcroft V0K 1A0
Phone 453-2456 FAX 453-2629

REGION 3

Kootenays Regional Office
310 Ward Street
Nelson V1L 5S4
Phone 354-6414 FAX 354-6437

Regional Operations (Districts)

Kootenay Boundary District Highways Office
Box 880, 555 Central Avenue
Grand Forks V0H 1H0
Phone 442-5477 FAX 442-5481

Kootenay Boundary District Sub-Office (Rossland)
Box 1119, 2288 Columbia Street
Rossland V0G 1Y0
Phone 362-7331 FAX 364-0579

Central Kootenay District Highways Office
Compartment 1, 202 Lakeside Drive Group Box
Nelson V1L 6B9
Phone 354-6521 FAX 354-6547

Central Kootenay District Sub-Office (Creston)
Box 580
1, 1000 Northwest Boulevard
Creston V0B 1G0
Phone 428-3242 FAX 428-3218

Central Kootenay District Sub-Office (New Denver)
Box 159, 408 Slocan Avenue
New Denver V0G 1S0
Phone 358-2212 FAX 358-2283

East Kootenay District Highways Office
129 — 10th Avenue South
Cranbrook V1C 2N1
Phone 426-1500 FAX 426-1523

East Kootenay District Sub-Office (Fernie)
592 Second Avenue
Fernie V0B 1M0
Phone 423-6896 FAX 423-4545

Selkirk District Highways Office
555 Victoria Road (Alpine Mall)
Revelstoke V0E 2S0
Phone 837-7646 FAX 837-7695

Selkirk District Sub-Office (Golden)
Box 1200, 509 North Eighth Avenue
Golden V0A 1H0
Phone 344-7566 FAX 344-7587

REGION 4

Central/Northeast Regional Office
213, 1011 Fourth Avenue
Prince George V2L 3H9
Phone 565-6185 FAX 565-6065

Regional Operations (Districts)

Central Cariboo District Highways Office
209, 540 Borland Street
Williams Lake V2G 1R8
Phone 398-4510 FAX 398-4454

North Cariboo District Highways Office
408, 350 Barlow Avenue
Quesnel V2J 2C1
Phone 992-4230 FAX 992-4266

Fort George District Highways Office
4055 — 15th Avenue
Prince George V2N 1A5
Phone 565-6180 FAX 565-6820

Robson District Highways Office
Box 279, 852 Second Avenue
McBride V0J 2E0
Phone 569-3481 FAX 569-3755

South Peace District Highways Office
1201 — 103rd Avenue
Dawson Creek V1G 4J2
Phone 784-2363 FAX 784-2222

North Peace District Highways Office
10716 — 100th Avenue
Fort St. John V1J 1Z3
Phone 787-3237 FAX 787-3279

Nechako District Highways Office
Box 409, 2732 Burrard Avenue
Vanderhoof V0J 3A0
Phone 567-6400 FAX 567-6413

REGION 5

Northwest Regional Office
400, 4546 Park Avenue
Terrace V8G 1V4
Phone 638-3340 FAX 638-3441

Regional Operations (Districts)

Lakes District Highways Office
Box 288, 180 Second Avenue
Burns Lake V0J 1E0
Phone 692-7161 FAX 692-3419

Bulkley Nass District Highways Office
Bag 5000, 3793 Alfred Avenue
Smithers V0J 2N0
Phone 847-7403 FAX 847-7219

Skeena District Highways Office
300, 4546 Park Avenue
Terrace V8G 1V4
Phone 638-3360 FAX 638-3316

Skeena District Sub-Office (Prince Rupert)
103, 100 Market Place
Prince Rupert V8J 1N8
Phone 627-0485 FAX 627-0580

Skeena District Sub-Office (Queen Charlotte Islands)
Box 197, 211 Grouse Street
Port Clements V0T 1R0
Phone 557-4277 FAX 557-4469

Stikine District Highways Office
General Delivery
Corner of Stikine and Commercial
Dease Lake V0C 1L0
Phone 771-4511 FAX 771-4510

REGION 6

Vancouver Island Regional Office
3260 Norwell Drive
Nanaimo V9T 1X5
Phone 758-3991 FAX 755-2224

Regional Operations (Districts)

South Island District Highways Office
103, 4475 Viewmont Avenue
Victoria V8Z 5K8
Phone 387-5264 FAX 387-4197

Central Island District Highways Office
301, 190 Wallace Street
Nanaimo V9R 5B1
Phone 755-2351 FAX 755-2350

Central Island District Sub-Office
(Port Alberni)
Second Floor, 4515 Elizabeth Street
Port Alberni V9Y 6L5
Phone 724-9295 FAX 724-9312

North Island District Highways
Office
550 Comox Road
Courtenay V9N 3P6
Phone 334-1275 FAX 334-1291

North Island District Sub-Office
(Port Hardy)
Bag 11000
Port Hardy V0N 2P6
Phone 949-6114

COQUIHALLA RATES AND INFORMATION THWY 32

Coquihalla Toll Plaza is located 60 km southwest of Merritt and 55 km northeast of Hope. There are no public restroom facilities at the toll plaza.

Rates:

No Charge	Passengers
$ 5	Motorcycles
$10	Car, light truck with trailer or camper, all recreational vehicles with/without vehicle in tow
$20	Two-axle trucks over 6,000 kgs and buses
$30	Three-axle tandem trucks
$40	Four and five-axle tractor and tandem semi-trailers
$50	Six/six+ tandem tractor and three-axle combination units

Payment is accepted in Canadian or U.S. funds, Visa or MasterCard.

PRIVATE-SECTOR ROAD AND BRIDGE MAINTENANCE CONTRACTORS THWY 33

In 1988, road and bridge maintenance was privatized in British Columbia. Private sector contractors were given three-year contracts to meet four principles set down by government: protect the safety of the travelling public; create new industry; ensure the quality of work meets or exceeds ministry standards; and protect the province's $12-billion investment in roads and bridges.

Twenty-eight private-sector contractors are responsible for the day-to-day maintenance of provincial highways.

Their responsibilities include **snow clearing,** sanding and salting, brush and culvert clearing, **pothole repairs,** removal of dead animals along the highway, and **litter** pick-up, both on the highway and in provincial rest areas.

A total of 141 ministry area managers monitor the work carried out by private contractors to ensure compliance with written ministry standards.

In 1991, all provincial road and bridge maintenance contracts will be renegotiated. The following list outlines present maintenance contractors. Please check the Blue Pages under Ministry of Transportation and Highways in 1992 telephone directories for new listings.

REGION 1

HOWE SOUND
North Vancouver
Capilano Highway Services Company
101, 255 West First Street
North Vancouver V7M 3G8
Phone 983-2411 FAX 983-2433

SUNSHINE COAST
Gibsons
Capilano Highway Services Company
101, 255 West First Street
North Vancouver V7M 3G8
Phone 983-2411 FAX 983-2433

LOWER MAINLAND
New Westminster
Mainroad Contracting Ltd.
8100 Nordel Way
Delta V4C 8A9
Phone 581-3398 FAX 581-4023

FRASER VALLEY
Chilliwack
Gateway Highway Maintenance Ltd.
201, 45928 Hocking Avenue
Chilliwack V2P 1B4
Phone 795-7133 FAX 795-7144

REGION 2

SOUTH OKANAGAN
Penticton-Kelowna
Midvalley Highway Maintenance Inc.
101, 304 Martin Street
Penticton V2A 5K4
Phone 492-8818 FAX 492-2763

OKANAGAN-SHUSWAP
Salmon Arm/Vernon
VSA Highway Maintenance Ltd.
Box 337, Eagle Rock Road
Armstrong V0E 1B0
Phone 546-8844 FAX 546-8633

NICOLA
Merritt
Emcon Services Ltd.
2925 Pooley Avenue
Merritt V0K 2B0
Phone 378-4206 FAX 378-4209

THOMPSON
Kamloops
Interior Roads Ltd.
Box 310
Kamloops V2C 5K9
Phone 374-7238 FAX 374-4114

SOUTH CARIBOO
100 Mile House/Lillooet
Interior Roads Ltd.
Box 310
Kamloops V2C 5K9
Phone 374-7238 FAX 374-4114

REGION 3

KOOTENAY BOUNDARY
Grand Forks-Rossland
Bel Maintenance Inc.
6150 Second Street
Grand Forks V0H 1H0
Phone 442-2377 FAX 442-2677
Head Office:
Phone 352-3777 FAX 352-2919

CENTRAL KOOTENAY
Nelson-Creston
Bel Maintenance Inc.
525 Josephine Street
Nelson V1L 1W5
Phone 352-3777 FAX 352-2919

EAST KOOTENAY
Cranbrook-Fernie
Trendline Industries Ltd.
101, 125 — 10th Avenue South
Cranbrook V1C 2N1
Phone 426-8388 FAX 426-5457
Toll Free: 1-800-663-3836

SELKIRK
Revelstoke/Golden
Bel Maintenance Inc.
Box 3090
Revelstoke V0E 2S0
Phone 837-2772 FAX 837-6225
Head Office:
Phone 352-3777 FAX 352-2919

REGION 4

NORTH CARIBOO
Quesnel
Yellowhead Road and Bridge (Quesnel) Ltd.
Quesnel
Phone 992-8809 FAX 992-3656

Head Office:
9A, 1750 Quinn Street
Prince George V2N 1X3
Phone 561-9300 FAX 562-0615

CENTRAL CARIBOO
Williams Lake
Caribou Road Services Limited
1010 Bagshaw Road
Williams Lake V2G 4P2
Phone 392-2939 FAX 392-3580

FORT GEORGE
Prince George
Yellowhead Road and Bridge (P.G.) Ltd.
9A, 1750 Quinn Street
Prince George V2N 1X3
Phone 561-9300 FAX 562-0615

ROBSON
McBride
Yellowhead Road and Bridge (Robson) Ltd.
McBride
Phone 566-4474 FAX 566-4350
Head Office:
9A, 1750 Quinn Street
Prince George V2N 1X3
Phone 561-9300 FAX 562-0615

SOUTH PEACE
Dawson Creek
Peace Country Maintenance Ltd.
Box 189
Pouce Coupe V0C 2C0
Phone 786-5900 FAX 786-5804

NORTH PEACE
Fort St. John
Northland Road Services Ltd.
10615 — 87th Avenue
Fort St. John V1J 5K6
Phone 787-7669 FAX 787-9308

NECHAKO
Vanderhoof
Yellowhead Road and Bridge (Vanderhoof) Ltd.
Vanderhoof
Phone 567-3114 FAX 567-3357
Head Office:
9A, 1750 Quinn Street
Prince George V2N 1X3
Phone 561-9300 FAX 562-0615

REGION 5

LAKES
Burns Lake
Lakes District Maintenance Limited
Second Floor, 37 Third Avenue
Burns Lake V0J 1E0
Phone 692-7766 FAX 692-3930

BULKLEY NASS
Smithers
141187 Ventures Ltd.
Box 357, 1316 Main Street
Smithers V0J 2N0
Phone 847-9724 FAX 847-9476

SKEENA
Terrace
North Coast Road Maintenance Ltd.
Box 1020, 4544 Lakelse Avenue
Terrace V8G 4V1
Phone 638-8300 FAX 638-8306

SKEENA
Prince Rupert
O'Brien Road & Bridge Maintenance Limited
Box 280
Port Clements V0T 1R0
Phone 557-4282 FAX 557-4306

STIKINE
Dease Lake
NorRoadco Enterprises Limited
General Delivery
Dease Lake V0C 1L0
Phone 771-3000 FAX 771-3030

REGION 6

SOUTH ISLAND
Saanich
Victoria Highway Maintenance Corporation
891 Attree Avenue
Victoria V9B 4V5
Phone 474-2688 FAX 474-1173

CENTRAL ISLAND
Nanaimo-Port Alberni
Island Highway Services Ltd.
950 Cumberland Road
Courtenay V9N 2E4
Phone 334-3393 FAX 334-0811

NORTH ISLAND
Courtenay
Island Highway Services Ltd.
950 Cumberland Road
Courtenay V9N 2E4
Phone 334-3393 FAX 334-0811

INLAND FERRY SCHEDULE THWY 34

The Inland Ferry Schedule is subject to change. To confirm crossing times, please call the listed district office (see regions and districts listing, THWY 31).

REGION 1

Albion - Fort Langley Ferry
Lower Mainland District
Phone 660-8300

Route: Across the Fraser River in the Lower Mainland between Albion (east of Maple Ridge) and Fort Langley (about five km southeast of Langley).

Summer Daily Schedule: Approximately every 15 minutes, 6:30 a.m. to 11:30 p.m. Approximately every hour, 3:00 a.m. to 5:00 a.m. At other times, every half hour.

Winter Daily Schedule: Approximately every 15 minutes, 6:30 a.m. to 8:30 p.m. Approximately every hour, 3:00 a.m. to 5:00 a.m. At other times, every half hour.

Crossing Time: 10 minutes.

Barnston Island Ferry
Lower Mainland District
Phone 660-8300

Route: Across Parsons Channel on the south side of the Fraser River in the Lower Mainland, between Barnston Island and Port Kells, in the northeast corner of Surrey.

Daily Schedule: On demand, Monday to Thursday, 6:15 a.m. to 11:55 p.m. On demand, Friday to Sunday, 6:15 a.m. to 12.55 p.m.

Crossing Time: five minutes.

REGION 2

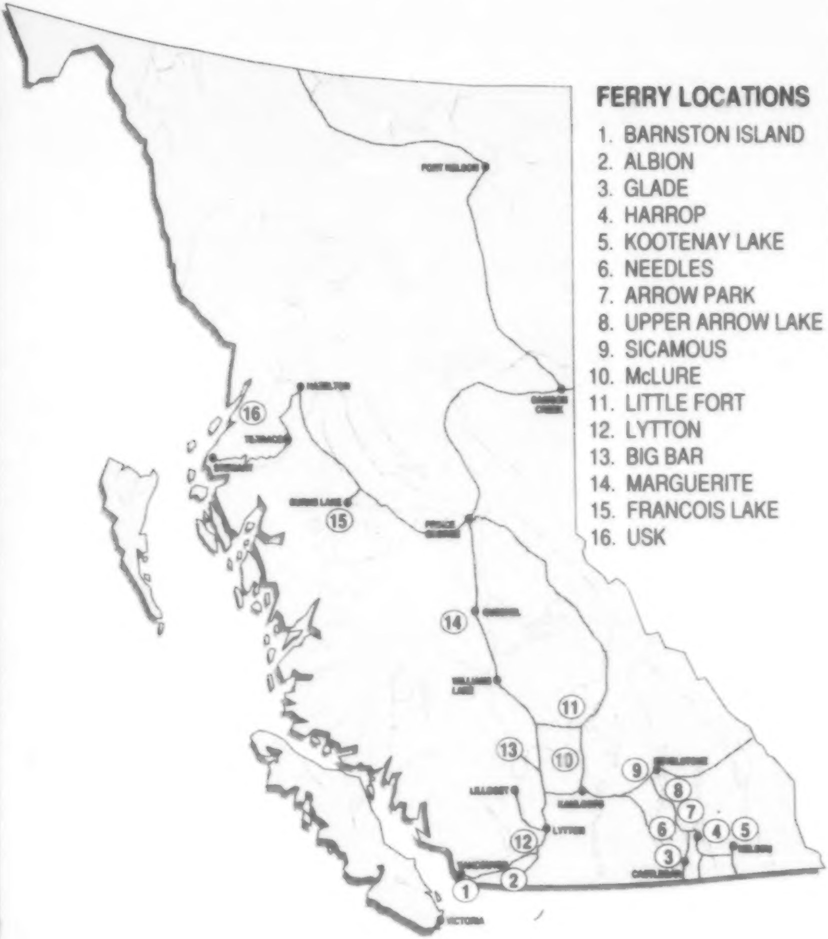
Lytton Ferry
Nicola District
Phone 378-9359

Route: Across the Fraser River, about 2.4 km north of Lytton. No service during high water.

Daily Schedule: On demand, 6:30 a.m. to 10:15 p.m.

Crossing Time: five minutes.

B.C. INLAND FERRY LOCATIONS



FERRY LOCATIONS

1. BARNSTON ISLAND
2. ALBION
3. GLADE
4. HARROP
5. KOOTENAY LAKE
6. NEEDLES
7. ARROW PARK
8. UPPER ARROW LAKE
9. SICAMOUS
10. McLURE
11. LITTLE FORT
12. LYTTON
13. BIG BAR
14. MARGUERITE
15. FRANCOIS LAKE
16. USK

Province of
British Columbia
Ministry of
Transportation
and Highways

McLure Ferry
Thompson District
Phone 828-4200

Route: Across the North Thompson River, 43 km north of Kamloops. No service during high water or winter freeze-up. Detour via Westsyde Road.

Daily Schedule: On demand, 7:00 a.m to 6:45 p.m. (except 11:45 a.m. to 1:00 p.m. and 4:45 to 6:00 p.m.)

Crossing Time: five minutes.

Little Fort Ferry
Thompson District
Phone 828-4200

Route: Across the North Thompson River, 88 km north of Kamloops. An aerial tramway, for passengers only, operates when water is low or icy.

Daily Schedule: On demand, 7:00 a.m to 6:45 p.m. (except 11:45 a.m. to 1:00 p.m. and 4:45 to 6:00 p.m.)

Crossing Time: five minutes.

Big Bar Ferry
South Cariboo District
Phone 395-5575

Route: Across the Fraser River, 64 km north of Lillooet. An aerial tramway, for passengers only, operates when water is low or icy.

Daily Schedule: On demand, 7:00 a.m. to 7:00 p.m. (except noon to 1:00 p.m. and 5:00 to 6:00 p.m.)

Crossing Time: five minutes.

Shuswap Lake Ferry
Okanagan Shuswap District
Phone 549-5440

Route: On Shuswap Lake from Sicamous to Anstey Arm, Salmon Arm and Seymour Arm. Departs from the dock at the foot of Finlayson Street.

Daily Schedule: Departing Sicamous for Seymour Arm and Way Points, returning the same day: November to April: Tuesday and Friday, 7:00 a.m. May to October: Monday, Wednesday and Friday, 8:00 a.m.

Crossing Time: Varies; for reservations, phone 836-2200.

Fares:	Passengers	$2.50
	Under six	Free
	Ages six-11	Half Fare
	Canoes, motorcycles	$3.00 one way
	Vehicles up to 15 feet	$12.00
	Over 15 feet	$1.00 per foot
	Heavy equipment	$.15 per ton mile ($25.00 minimum)
	Freight	$1.20 per 100 pounds ($2.00 minimum)

This service is subsidized by the ministry and operated by Shuswap Lake Ferry Service Ltd. The "ferry" is a tug and barge with a nine-car capacity.

REGION 3

Glade Ferry
Central Kootenay District
Phone 354-6521

Route: Across the Kootenay River on Highway 3A, 22.5 km west of Nelson, to Glade.

Daily Schedule: On demand, 5:00 a.m. to 2:30 a.m.

Crossing Time: three minutes.

Harrop Ferry
Central Kootenay District
Phone 354-6521

Route: Across Kootenay Lake, on Highway 3A, 24.5 km northeast of Nelson and five km west of Balfour, between Long Beach and the Harrop/Proctor area.

Daily Schedule: On demand, 24 hours.

Crossing Time: five minutes.

Upper Arrow Lake Ferry
Selkirk District
Phone 837-7646

Route: Across Upper Arrow Lake, 49 km south of Revelstoke on Highway 23, between Shelter Bay and Galena Bay.

Daily Schedule: Every hour on the hour from Shelter Bay, 5:00 a.m. to 10 p.m. and 12:00 midnight (June 1 to September 30: extra sailing 11:00 p.m.)

Every hour on the half-hour from Galena Bay, 5:30 a.m. to 10:30 p.m. and 12:30 a.m. (June 1 to September 30, extra sailing 11:30 a.m.)

Crossing Time: 30 minutes.

Arrow Park Ferry
Selkirk District
Phone 837-7646

Route: Across the junction between the Upper and Lower Arrow Lakes at Arrow Park on Highway 6.

Daily Schedule: On demand, between 4:45 a.m. and 12:15 p.m. and between 3:15 p.m. and 10:45 p.m. Service may advance two hours in fire season.

Crossing Time: five minutes.

Needles Ferry
Selkirk District
Phone 837-7646

Route: Across the Lower Arrow Lake, about 59 km south of Nakusp on Highway 6, between Fauquier and Needles.

Daily Schedule: Every half hour from Fauquier, 6:00 a.m. to 10:00 p.m. Every half hour from Needles, 6:15 a.m. to 9:45 p.m. On demand service 10:00 p.m. to 6:00 a.m.

Crossing Time: five minutes.

Kootenay Lake Ferry
Central Kootenay District
Phone 354-6521

Route: Across Kootenay Lake, 32 km east of Nelson on Highway 3A, between Balfour and Kootenay Bay.

Daily Schedule: From Balfour, 6:00 a.m. to 12:00 midnight. From Kootenay Bay, 7:00 a.m. to 1:00 a.m.

Crossing Time: 45 minutes.

REGION 4

Marguerite Ferry
North Cariboo District
Phone 992-4230

Route: Across the Fraser River, 54 km north of Williams Lake. An aerial tramway, for passengers only, operates when water is low or icy.

Daily Schedule: On demand, 7:00 a.m. to 7:00 p.m. (except noon to 1:00 p.m. and 5:00 to 6:00 p.m.)

Crossing Time: five minutes.

REGION 5

Usk Ferry
Skeena District
Phone 638-3322

Route: Across the Skeena River, about 16 km northeast of Terrace, .8 km off of Highway 16, between South and North Usk. An aerial tramway for passengers only, operates when water is low or icy.

Daily Schedule: On demand, 6:15 a.m. to 12:00 midnight (except from 7:00 p.m. to 8:00 p.m.)

Crossing Time: five minutes.

Francois Lake Ferry
Lakes District
Phone 692-7161

Route: Across Francois Lake on Highway 35, about 26 km south of Burns Lake, from the town of Francois Lake to Southbank.

Daily Schedule: From Southbank, 5:20 a.m. to 12:00 midnight. From Francois Lake, 5:45 a.m. to 12:30 a.m.

Crossing Time: 15 minutes.

AGENCIES

TRANSPORTATION PLANNING TASK FORCES THWY 35

These are established through the Ministry of Development, Trade and Tourism.

RESOURCE ROAD TASK FORCE THWY 36

Policy Section — Road
Third Floor, 940 Blanshard Street
Victoria V8W 3E6
Phone 387-5996

The ministry is the lead ministry of 11 provincial ministries reviewing the jurisdiction and approval process to standardize and simplify the management of resource roads around the province.

Resource roads are roads which are built and used by private companies and/or government agencies (in such industries as mining and forestry) and may be open to the public for recreation.

PUBLICATIONS THWY 37

The quarterly publication *Contracts Planned for Tendering* is available from Contract Administration, Fifth Floor, 940 Blanshard Street, Victoria V8W 3E6; phone 387-1411.

The following is a list of major ministry publications available from Crown Publications, 546 Yates Street, Victoria V8W 1K8; phone 386-4636.

Annual Report
Ferries Book (a history of ferries in British Columbia)
Frontier to Freeway (a history of roads and bridges in British Columbia)
A Ports Policy for British Columbia
High-Speed Passenger Ferries Feasibility Study

The ministry also produces information pamphlets on projects such as the Vancouver Island Highway Project, the Barnet/Hastings People-Moving Project and the Cassiar Connector. A map is included in each. These are available in the regions and districts where the project is underway, as well as at headquarters.

Brochures on ministry services and operations are also available in all regions and districts, and at headquarters. They include:

Air Transport Assistance Program
Winter Road Maintenance
Seasonal Load Restrictions
Avalanche Control: Maintaining Safe Roads
The Public Consultation Process
Building a New Highway: From Concept to Completion
Hiring Local Equipment
Coquihalla Rates and Information
Inland Ferry Schedule
Resource Roads Brochure

ACTS THWY 38

The ministry administers a number of statutes directly and has partial responsibility for others.

Ministry of Transportation and Highways Act (sections 1 to 58 and 60). These sections set out the transportation mandate and the highway mandate of the ministry.

Highway Act. This Act governs the construction, maintenance, classification and protection of the public highways in the province, including bridges and tunnels.

Other Acts or sections thereof:
British Columbia Railway Act
British Columbia Transit Act
Coquihalla Highway Construction Acceleration Act
Ferry Act
Ferry Corporation Act
Highway (Industrial) Act
Highway Scenic Improvement Act
Metro Transit Operating Company Act (to be repealed)
Railway Act
Riverbank Protection Act
Transportation Capital Funding Act

MINISTRY OF WOMEN'S PROGRAMS AND GOVERNMENT SERVICES AND MINISTER RESPONSIBLE FOR FAMILIES

MINISTER
Parliament Buildings
Victoria V8V 1X4

DEPUTY MINISTER
468 Belleville Street
Victoria V8V 1X4

The Ministry of Women's Programs and Government Services and Minister Responsible for Families helps government ministries and public agencies deliver programs cost-effectively. The ministry obtains required goods and services and provides corporate management expertise on pensions and benefits, supply management and common services. The Women's Programs division works to enhance the economic, social and political standing of women.

FAMILIES, CORPORATE POLICY AND MANAGEMENT SERVICES DIVISION WPGS 1

468 Belleville Street
Victoria V8V 1X4
Phone 387-6602 (second floor switchboard) FAX 387-1399

The Families, Corporate Policy and Management Services Division provides support services, primarily to the other divisions of the ministry, but also to other ministries. The services include policy, management training, human resources, computer systems, finance and administration.

The **Employment Equity Program** is designed to improve the effectiveness of the public service by removing barriers to the equal treatment of all people in hiring and promotion. One measure of the success of this program will be a public sector workforce with about the same proportions of women, visible minorities, Native people and people with disabilities, as are found in the overall workforce in British Columbia.

CORPORATE POLICY BRANCH WPGS 2

468 Belleville Street
Victoria V8V 1X4
Phone 387-0509 FAX 387-1399

The Corporate Policy Branch supports the divisions of Women's Programs and Government Services and Minister Responsible for Families, as requested by the Deputy Ministers' Committee, by developing and/or co-ordinating ministry or cross-government recommendations on policy issues. This includes preparation of briefing materials, issue papers, Cabinet submissions and Treasury Board submissions and co-ordination of the ministry legislation process.

CENTRE FOR EXECUTIVE AND MANAGEMENT DEVELOPMENT WPGS 3

506 Government Street
Victoria V8V 2L7
Phone 387-0741 FAX 387-0775

The centre provides for the training and development of executives and managers in all government ministries. Programs focus on development of the basic skills and leadership qualities which managers and executives require now and in the future. Programs are delivered in Victoria, Vancouver and on a regional basis where numbers warrant. Programs have been tailored to meet the specific needs of managers in the public sector and are delivered by experienced facilitators. Certain programs are made available to managers in other public sector organizations.

Information on **training programs** for **non-management government employees** is available through personnel or human resources offices of individual ministries.

HUMAN RESOURCES BRANCH WPGS 4

548 Michigan Street
Victoria V8V 1X4
Phone 356-1750 FAX 387-0694

The Human Resources Branch provides a full range of human resource services to the ministry and Office of the Premier, including training and development, recruitment and selection, organization and classification, employee relations, safety and employee health and wellness.

INFORMATION SYSTEMS BRANCH WPGS 5

431 Menzies Street
Victoria V8V 1X4
Phone 356-1700 FAX 356-1494

The Information Systems Branch establishes information policy and standards for the ministry and provides a number of information systems management services to the provincial legislature, to the ministry's program areas and to the ministry's clients. These include consulting, planning, systems development, security and maintenance, computer facilities management, and end user services such as training, software support and problem resolution. The scope of these services includes both data and voice telecommunications.

FINANCIAL AND ADMINISTRATIVE SERVICES BRANCH WPGS 6

548 Michigan Street
Victoria V8V 1X4
Phone 387-7933 FAX 356-7326

The Financial and Administrative Services Branch provides a complete range of financial and administrative services to the ministry, Service Quality B.C., and the Office of the Premier. The services include budget preparation and monitoring; accounting, payroll processing and policy; building occupancy; records, assets and forms management; and administration of the government employee parking program.

The branch also co-ordinates the **Provincial Employees Community Services Fund**. The fund provides financial support to charitable agencies in 16 British Columbia communities. Volunteers from the public service in each community conduct annual campaigns for donations, assess the financial needs of charitable organizations that apply for funding, recommend the allocation of funds and promote the development of programs and services in the community.

WOMEN'S PROGRAMS WPGS 7

563 Superior Street
Victoria V8V 1X4
Phone 387-3600 FAX 356-9268

Women's Programs acts as an advocate within the provincial government to promote equal economic, social, and political opportunities for women. The division does not focus on program delivery itself, but instead supports other government ministries to develop policies and deliver programs which recognize women's needs. Women's Programs also provides information and support to individuals, organizations, and communities outside of government.

Women's Programs is a provincial agency and is separate from Status of Women Canada and the federal Minister Responsible for the Status of Women. It does, however, work with these and many other organizations, as well as all levels of federal and municipal governments, to address priority issues for women.

Women's Programs staff in the Policy, Programs, and Communications Branches provide information and program support in several key areas. Current focal issues include: employment fairness; access to education, training, and employment for women; increasing the number of quality **child care** spaces; enhancing **pension** coverage for women; and developing initiatives to counter **family violence**.

WOMEN'S GRANTS PROGRAM WPGS 8

Communications Branch
Women's Programs
Parliament Buildings
Victoria V8V 1X4
Phone 387-5467 FAX 356-9268

The Women's Grants Program provides funding to non-profit community organizations which enhance opportunities for women. Projects receiving funding include those which provide **economic** or **educational** opportunities for women, as well as those which target the needs of **special groups** such as immigrant and visible minority women, Native women, or women with limited incomes.

Grants are announced quarterly and deadline dates for applications are variable. The Women's Grants Program information package can be obtained from the above address.

COMMUNITY INITIATIVES PROGRAM WPGS 9

For information on the Community Initiatives Program, call one of the co-ordinators listed below.

The Community Initiatives Program establishes a regional presence for Women's Programs throughout the province. Co-ordinators within six regions help communities work together as they deliver services to women, and assist them to access funding for community projects and programs. Co-ordinators travel throughout the regions extensively, but they may be reached through a message service provided at the Government Agent offices listed below.

Vancouver Island/Coast
Women's Programs
B.C. Access Centre
2500 Cliffe Avenue
Courtenay V9N 5M6
Phone 334-1100 FAX 334-1209

Lower Mainland/Southwest
Women's Programs
c/o Government Agent
100, 635 Columbia Street
New Westminster V3M 1A7
Phone 660-8672 FAX 660-8498

Thompson/Okanagan
Women's Programs
B.C. Access Centre
3201 — 30th Street
Vernon V1T 9G3
Phone 549-5511 FAX 549-5508

Kootenay
Women's Programs
B.C. Access Centre
100 Cranbrook Street
Cranbrook V1C 3P9
Phone 426-1211 FAX 426-1253

Cariboo/Northeast
Women's Programs
B.C. Access Centre
1044 Fifth Avenue
Prince George V2L 3H9
Phone 565-6011 FAX 656-6638

North Coast/Nechako
Women's Programs
c/o Government Agent
101, 3220 Eby Street
Terrace V8G 5K8
Phone 638-3200 FAX 638-3206

MINISTER'S ADVISORY COUNCIL WPGS 10

Third Floor, 563 Superior Street
Victoria V8V 1X4

The Minister's Advisory Council on Community-Based Programs for Women is a group of 12 women representing a wide range of interests, skills, and backgrounds. The council's function is to reflect the views of women throughout the province and to advise the Minister of Women's Programs on issues identified for consideration.

The *Report of the Advisory Council on Community-Based Programs for Women*, presented to the Minister in May, 1990, recommended ways to co-ordinate and deliver community services to women. This report, and the government's response to it, entitled *Moving Forward: Initiatives for Women in British Columbia* can be obtained from the Library and Resource Centre (see WPGS 11).

LIBRARY AND RESOURCE CENTRE WPGS 11

563 Superior Street
Victoria V8V 1X4
Phone 387-3600

The Women's Program's Resource Centre, located in Victoria, maintains a comprehensive print and audio-visual library, and referral lists of women's organizations throughout the province. Although it is primarily an internal resource for government employees, it provides support to the regional co-ordinators across the province. The Resource Centre also provides information to the public over the telephone on a variety of subjects including job search methods, education and re-training programs, and child care.

It serves as a distribution point for publications and other materials produced by Women's Programs. These include general information on employment issues, violence against women, child care, and women's programs, as well as *The Report of the Advisory Council on Community-Based Programs for Women; Moving Forward: Initiatives for Women in British Columbia;* and *The Report of the Task Force on Child Care.*

CHILD CARE TEAM WPGS 12

563 Superior Street
Victoria V8V 1X4
Phone 356-7910

The Child Care Team, established in March, 1991 in response to the *Report of the Task Force on Child Care*, is responsible for analyzing and planning child care initiatives and streamlining service delivery. Development of a province-wide database, as well as **research** and **analysis** of the impact of increased subsidies, are part of its mandate.

Representatives from the ministries of Social Services and Housing; Education; Advanced Education, Training and Technology; Health; Provincial Secretary; Municipal Affairs, Recreation and Culture; Native Affairs; and Development, Trade and Tourism make up the Child Care Team.

SUPERANNUATION COMMISSION WPGS 13

548 Michigan Street
Victoria V8V 4R5
Phone 387-1002 FAX 387-4199

Voice Messaging:
Greater Victoria: Phone 356-5004
Greater Vancouver: Phone 775-0141
Rest of British Columbia: Phone 1-800-663-8823 (toll free)

The Superannuation Commission is responsible for administering eight British Columbia **public sector pension plans** — Pension (Public Service) Act, Pension (Municipal) Act, Pension (Teachers) Act, Pension (College) Act, Legislative Assembly Allowances and Pension Act, Hydro and Power Authority Act, Workers' Compensation Act, and BC Rail Ltd. Pension Plan.

The commission also administers the long-term **disability plan** available to public sector employees, and the public sector employee benefit plans. The commission does not handle any of the federal pension plans, private pension plans, or provincial social services programs.

The commission provides policy advice to government with respect to the pension plans. The commission also gives policy advice on general pension and pension-related issues including matters related to the various public pension programs operating federally and/or provincially.

The commission serves approximately 676 public sector employers, 170,000 plan members, and 49,000 pensioners.

The **Benefits and Policy Branch** calculates and pays pensions and refunds, develops policy and procedures recommendations, prepares and distributes information to plan members, and counsels public sector employees and employers throughout the province.

The **Finance Branch** is responsible for all accounting transactions relating to the pension funds, disability fund, and employee benefit programs. The branch also budgets for, and monitors, expenditures and revenues, prepares forecasts and cash flows, and reports on the commission's financial status.

The **Information Management Branch** supports the operation of the commission through data processing services and information technology applications.

The commission publishes and distributes several reports and publications. Annual Reports are prepared for each plan administered by the commission; contributor statements are prepared and distributed annually to all plan members; information booklets describing each plan are prepared and distributed to all plan members; and instruction manuals are prepared and distributed to all employers.

Copies of Annual Reports and/or information booklets are available free of charge.

PURCHASING COMMISSION WPGS 14

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3300 FAX 389-3370

The Purchasing Commission is a diverse group of enterprises whose common goal is to develop partnerships with customers that identify, meet and exceed their needs and expectations. They are charged with delivering a variety of goods and services to government ministries and public sector agencies.

PRODUCT SALES AND SERVICE WPGS 15

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3330 FAX 389-3370

Product Sales and Service Enterprise consists of four branches: Supply Services and Marketing; Queen's Printer Printing and Publishing; Postal and Distribution Services; and Warehousing and Asset Investment Recovery.

SUPPLY SERVICES AND MARKETING WPGS 16

563 Superior Street
Victoria V8V 4R6
Phone 387-6458 FAX 387-0388

Supply Services and Marketing operates the Office Products Centre, Product Distribution Centre and the Print Brokerage Centre.

OFFICE PRODUCTS CENTRE WPGS 17

4248 Glanford Avenue
Victoria V8V 1X4
Phone 387-4353 FAX 356-8545

The Office Products Centre provides customers with commonly used stationery and office products, protocol giftware items, recycled **paper products**, pamphlets, brochures and pre-printed forms.

PRODUCT DISTRIBUTION CENTRE WPGS 18

2370 United Boulevard
Coquitlam V3K 6A3
Phone 660-0500 FAX 660-0699

The Product Distribution Centre offers a wide range of goods including hospital, **ambulance** and first aid supplies, **janitorial supplies**, light industrial products, **office equipment and furniture**, prescription and non-prescription **drugs** as well as staff uniforms. Government ministries and public sector agencies such as hospitals, long-term care facilities, municipalities and schools purchase from over 4,100 items stocked at this complex.

PRINT BROKERAGE CENTRE WPGS 19

563 Superior Street
Victoria V8V 4R6
Phone 387-3183 FAX 356-7380

The Print Brokerage Centre co-ordinates ministry and government-funded printing jobs. **Private sector print shops** located in all regions of the province or the Queen's Printer in-plant printing facility are used. Emphasis is placed on providing printing on time, at the required quality level and at the best price.

QUEEN'S PRINTER PRINTING AND PUBLISHING SERVICES WPGS 20

563 Superior Street
Victoria V8V 4R6
Phone 387-5476, 387-4163 FAX 387-0388

The Queen's Printer provides printing services for the **Legislative Assembly** as well as urgent and confidential jobs for government ministries and public sector agencies. Services include composing, printing, binding, and publishing of the *British Columbia Gazette, Part I and Part II*.

POSTAL AND DISTRIBUTION SERVICES

WPGS 21

1150 McKenzie Avenue
Victoria V8V 1X4
Phone 727-3611 FAX 727-6735

Postal and Distribution Services Branch provides mail and material distribution services to almost every provincial government office. The enterprise provides mail pick up and delivery for government ministries and government-funded organizations.

Mail processing plants are located in Victoria and Burnaby, with small satellite operations in Nanaimo, Nelson, Kelowna, Kamloops, Prince George and Smithers and at the Parliament Buildings. In all other communities where there are government offices, mail is distributed through Government Agents with extensive use of private sector couriers.

Regional Offices:

4570 Canada Way
Burnaby V5G 4N6
Phone 660-5985 FAX 660-9536

13 Victoria Crescent
Nanaimo V9R 5J1
Phone 755-2223 FAX 755-2222

561 Columbia Street
Kamloops V2C 6M6
Phone 828-4396 FAX 828-4396

120, 1420 Water Street
Kelowna VIY 1J2
Phone 861-7371 FAX 861-7435

310 Ward Street
Nelson VIL 5S4
Phone 354-6110 FAX 354-6102

130, 3754 Opie Crescent
Prince George V2N 4P7
Phone 565-6018 FAX 656-6188

3793 Alfred Street
Smithers V0J 2N0
Phone 847-7227 FAX 847-7232

WAREHOUSING AND ASSET INVESTMENT RECOVERY SERVICES

WPGS 22

4234 Glanford Avenue
Victoria V8V 1X4
Phone 356-8525 FAX 387-0386

Lower Mainland Office:
12135 — 86th Avenue
Surrey V3N 3H8
Phone 660-1922 FAX 660-1871

Warehousing and Asset Investment Recovery Services provides an asset warehousing service which includes storage and handling of customer assets and sale or redistribution of **surplus** assets and materials.

Short and long-term warehouse **storage** is provided to government ministries. Warehouse consolidation has been initially focused in Victoria and Greater Vancouver but will be expanded to other centres.

The enterprise is also responsible for the **disposal** of assets such as **vehicles** and **office furniture**. Wherever possible, assets and materials surplus to one ministry are re-distributed to other ministries. Assets which are surplus to government's needs are either sold, at fair market value, to other government-funded bodies or to the public/private sector through methods such as public auction.

PURCHASING AND SUPPLIER DEVELOPMENT SERVICES ENTERPRISE WPGS 23

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3374 FAX 389-3370

Purchasing and Supplier Development Services Enterprise is an operating division that consists of the Purchasing Enterprise and the Supplier Development Enterprise.

PURCHASING ENTERPRISE WPGS 24

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3386, 389-3394 FAX 389-3370

The Purchasing Enterprise provides a professional purchasing service, including planning, evaluation and consulting for government ministries and public sector agencies. Through the competitive **bidding** process, purchasing decisions are made according to the highest standards of ethics, honesty and fairness, taking into consideration the best overall value to the province. This includes looking at price, quality, service, security of supply, environmental concerns and economic value added for British Columbia.

The Purchasing Enterprise is governed by the **Public Sector Purchasing Policy** whose aim is to provide best value and service to commission customers such as government ministries, Crown corporations and other public sector agencies; enhance regional economic development and regional access; and provide leadership in creating a clean healthy environment through the purchase and use of environmentally sensitive products.

The enterprise maintains a list of over 40,000 **qualified suppliers** of goods and services required by provincial ministries and agencies. British Columbia businesses are encouraged to contact Purchasing Enterprise for listing as a qualified supplier. Opportunities to sell to the British Columbia government are also advertised electronically through the **B.C. Business Network**.

The branch also sponsors an active seminar program on "How to Sell to Government." **Market Discovery** is an annual reverse trade show that offers British Columbia companies an opportunity to present their wares to buyers from the public sector.

The Purchasing Enterprise staffs the **Western Procurement Initiative Office** that identifies opportunities for British Columbia companies to supply **federal** procurement needs.

SUPPLIER DEVELOPMENT ENTERPRISE WPGS 25

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3374 FAX 389-3370

REGIONAL SUPPLIER DEVELOPMENT OFFICES WPGS 26

Enterprise Centre
601 West Cordova Street
Vancouver V6B 1G1
Phone 660-4070 FAX 660-4165

Enterprise Centre
236 St. Paul Street
Kamloops V2C 6G4
Phone 828-4322 FAX 828-4529

The Supplier Development Enterprise seeks to help British Columbia businesses obtain a larger share of the public sector market by matching British Columbia suppliers' capabilities with government ministries and public sector agencies. The branch assists British Columbia business through the following support programs:

The **Technology Commercialization Program** transfers the marketing rights of government-owned technologies to British Columbia companies. As sales of the technologies are made to other governments and private sector companies, royalty payments are returned to the province. The result is stimulated business growth and an increased provincial technology base. Call 389-3393.

The **First Buy Program** promotes economic growth by giving British Columbia suppliers an important "first sale", thus enabling the company to establish itself and make additional sales. Call 389-3374.

The **Advanced Technology Purchasing Program** uses government purchasing to encourage British Columbia companies to develop new technologically innovative products. By providing a market for British Columbia's advanced technology companies, the program fosters regional growth and diversification while reducing government costs. This program provides industry with the opportunity to come to government with their proposals.

The program is designed to use public sector buying to foster technological innovation and economic development. Call 389-3386.

TRAVEL SERVICES ENTERPRISE WPGS 27

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3375 FAX 389-3370

Travel Services Enterprise is an operating division consisting of Government Air Services Enterprise and Vehicle Management Services Enterprise, as well as the Travel Smart program.

GOVERNMENT AIR SERVICES ENTERPRISE WPGS 28

No. 1 Hangar, Victoria Airport
Box 2190
Sidney V8L 3S8
Phone 656-6114 FAX 656-0122

Government Air Services Enterprise, in partnership with private sector charter companies, provides the provincial government with **air ambulance** and **passenger air transportation** services for provincial public servants. The enterprise is responsible for the aircraft Quality Assurance Program, Flight Reservation Centre, government fleet maintenance, customer travel assistance, and hangar, equipment and stores management.

VEHICLE MANAGEMENT SERVICES ENTERPRISE AND TRAVEL SMART WPGS 29

Third Floor, 563 Superior Street
Victoria V8V 4R6
Phone 387-4391 FAX 387-0052

Vehicle Management Services Enterprise provides the government and public sector agencies with transportation and fleet planning; vehicle purchase, repair and maintenance services; consolidated billing; vehicle and equipment registration and licensing; accident investigation and assessment; disposal services; and vehicle management information.

The **Travel Smart** program researches and recommends improvements to existing government travel management practices. The program also provides information on and encourages **alternatives to travel** wherever possible.

REGIONAL VEHICLE MANAGEMENT OFFICES WPGS 30

200, 4570 Canada Way
Burnaby V5G 4N6
Phone 660-7034 FAX 660-9536

561 Columbia Street
Kamloops V2C 6M6
Phone 828-4586 FAX 828-4929

310 Ward Street
Nelson V1L 5S4
Phone 354-6570 FAX 354-6587

3766 Opie Crescent
Prince George V2N 4P7
Phone 565-6766 FAX 565-6188

Third Floor, 563 Superior Street
Victoria V8V 4R6
Phone 356-8302 FAX 387-0052

CORPORATE SERVICES WPGS 31

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3308 FAX 389-3370

Corporate Services provides central support service to the Purchasing Commission through the Finance Branch, the Corporate Development Branch, and the Policy and Program Development Branch.

Finance Branch WPGS 32

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3321 FAX 389-3370

The Finance Branch is responsible for financial analysis, reporting, planning, consulting, and daily financial operations.

Corporate Development Branch WPGS 33

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3364 FAX 389-3370

The Corporate Development Branch is responsible for administration and facilities support, service/quality co-ordination, and human resources services (including staff training and development).

Policy and Program Development Branch WPGS 34

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3307 FAX 389-3370

The Policy and Program Development Branch provides policy and program development and strategic planning services.

INFORMATION SYSTEMS SERVICES BRANCH WPGS 35

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3387 FAX 389-3370

The Information Systems Services Branch provides the Purchasing Commission with leadership, guidance and support in information technology. The branch provides business systems support; planning and data administration; and operations, technical and administrative support.

COMMUNICATIONS WPGS 36

British Columbia Purchasing Commission
Second Floor, 4000 Seymour Place
Victoria V8X 4Y3
Phone 389-3312 FAX 389-3370

Communications provides both internal and external communications services to the Commission Enterprises. Activities include co-ordination of advertising, publication of newsletters and bulletins, co-ordination of **trade show** and seminar displays, media relations, co-ordination of video productions, and assistance with print and visual presentations for internal and external use.

COMMUNICATIONS BRANCH WPGS 37

468 Belleville Street
Victoria V8V 1X4
Phone 387-4315 FAX 387-1399

The Communications Branch is a central support service for the ministry and for Crown corporations reporting to the Minister, providing advice on a wide range of public affairs projects and issues.

ENQUIRY B.C. WPGS 38

Victoria: Phone 387-6121
Vancouver: Phone 660-2421
Other communities: Phone 1-800-663-7867 (toll free)
Administration (Victoria): Phone 356-1706

Enquiry B.C. provides toll free telephone enquiry and expert referral services concerning **provincial government programs** for all residents of British Columbia. In addition Enquiry B.C. personnel will routinely collect and maintain information on government programs and services to be used to update government directories. The administrative offices for Enquiry B.C. are in Victoria and the **Government Enquiry Centre** is operated out of Vancouver under contract.

AGENCIES

The ministry is responsible for the British Columbia Buildings Corporation (see Crown Corporations, CC 2).

ACTS WPGS 39

The following Acts and portions of Acts are administered by the Ministry of Women's Programs and Government Services and Minister Responsible for Families.

British Columbia Buildings Corporation Act
Employment Standards Act
Hydro and Power Authority Act
Legislative Assembly Allowances and Pension Act
Ministry of International Trade, Science and Investment Act (telecommunications)
Ministry of Provincial Secretary and Government Services Act (sections 1, 4 and 8)
Pension (College) Act
Pension (Municipal) Act
Pension (Public Service) Act
Pension (Teachers) Act
Pension Agreement Act
Pension Society Act
Public Service Act
Public Service Benefit Plan Act
Purchasing Commission Act
Queen's Printer Act
System Act
Telephone (Rural) Act
Trade and Convention Centre Act
Workers Compensation Act

Crown Corporations and Other Agencies

CROWN CORPORATIONS

BRITISH COLUMBIA ASSESSMENT AUTHORITY CC 1

1537 Hillside Avenue
Victoria V8T 4Y2
Phone 595-6211 FAX 595-6222

The British Columbia Assessment Authority was established in 1974 and operates as an independent, publicly funded corporation governed by its own board of directors. The head office of the Authority is located in Victoria, and 26 community offices are located throughout the province.

As set out in the **Assessment Authority Act,** the purpose of the Authority is to establish and maintain **uniform real property assessments** throughout British Columbia in accordance with the Act. For every property in the province, it is the Authority's responsibility to identify ownership and tax liability, classify in terms of use, and estimate actual or market value as of a specific date.

The Authority maintains an extensive and up-to-date **information database** on all properties in the province.

To provide a stable base for real property taxation throughout British Columbia, a new **Assessment Roll** is completed by September 30 every two years (in even-numbered years) for use in the next two tax years. Every two years Authority employees value over 1.3 million properties throughout British Columbia. The assessed values of land and improvements, as well as the appropriate property classification, are recorded on the new roll. Individual **Assessment Notices** are then forwarded to all property owners describing their new assessed property values.

In addition, the new Assessment Roll, once certified by the Assessor and authenticated by the Courts of Revision, is presented to the various taxing jurisdictions (municipal governments, regional districts, school boards) to form the basis for their **tax rolls.**

To ensure that the property information on the new Assessment Roll is kept as accurate as possible, a **Revised Assessment Roll** is completed by September 30 in each odd-numbered year for those properties which undergo changes in physical characteristics, classification or ownership.

BRITISH COLUMBIA BUILDINGS CORPORATION CC 2

3350 Douglas Street
Box 112
Victoria V8W 2T4
Phone 387-7211

The British Columbia Buildings Corporation provides and maintains the **accommodation requirements** of the provincial government and **contracts its services and expertise** to some publicly funded agencies.

Throughout British Columbia the corporation manages 1,884,674 square metres (20,287,125 square feet) of space, making it the province's largest landlord.

BRITISH COLUMBIA FERRY CORPORATION CC 3

1112 Fort Street
Victoria V8V 4V2
Phone 386-3431 FAX 381-5452
In Vancouver, phone 669-1211

British Columbia Ferry Corporation is a provincially owned and operated transportation system, with a fleet of 39 ships serving 25 routes from 42 terminals along the coast of British Columbia.

It links the many small islands in the Strait of Georgia to the mainland and Vancouver Island, and connects Vancouver Island to the mainland via four different routes. British Columbia Ferries' most northern terminus on Vancouver Island is Port Hardy, and on the mainland, Prince Rupert.

For information on **ferry routes,** rates and **schedules,** call 669-1211 in Vancouver, or 386-3431 in Victoria. For schedule information (24 hours), call 656-0757 in Victoria, 685-1021 in Vancouver, and 753-6626 in Nanaimo.

BRITISH COLUMBIA HAZARDOUS WASTE MANAGEMENT CORPORATION CC 4

500, 3795 Carey Road
Victoria V8Z 6T8
Phone 384-5432

Vancouver Office
Phone 660-1177

The British Columbia Hazardous Waste Management Corporation is a Crown corporation established in June, 1990 by provincial legislation. Its assignment, over a five-year period, is to develop and implement a comprehensive system for the **reduction** and **management** of hazardous wastes. The emphasis of the system is to reduce, reuse, recycle and deal with the residue (which is left over after the disposal process) in an environmentally safe manner.

The corporation's role is that of a catalyst, motivating and supporting initiatives by industry, business, government and individuals. It will ensure that programs and technologies meet Ministry of Environment standards, and will establish and co-ordinate a continuing, effective system for hazardous waste reduction and residue management throughout the province. In conjunction with local municipalities, the corporation has established a system of **depots** and **collection processes** for hazardous wastes from **households** and from **small generators.** The corporation also supports research into waste reduction and recycling, supplies technical assistance to waste generators, and is involved in **education** and awareness programs for both business and the general public. It also investigates **joint ventures** with the private sector in new technologies.

The corporation has a mandate to deal with wastes that are toxic, corrosive, flammable and reactive as outlined in the British Columbia Special Waste Regulations. Biomedical wastes are the responsibility of the Ministry of Environment and those wastes that are radioactive or explosive are a federal responsibility.

BRITISH COLUMBIA HYDRO AND POWER AUTHORITY CC 5

970 Burrard Street
Vancouver V6Z 1Y3
Phone 663-2212 FAX 663-3423

British Columbia Hydro and Power Authority is a provincial Crown corporation established in 1962 to generate, transmit and distribute **electricity.**

British Columbia Hydro's board of directors is appointed by the Lieutenant-Governor in Council and is responsible for the overall direction of the corporation. The corporation's rates are subject to regulation by the British Columbia Utilities Commission.

The third largest electric utility in Canada, British Columbia Hydro serves almost 1.3 million customers in an area containing over 92 per cent of British Columbia's population. Most of the electricity is generated by modern hydroelectric plants which are linked to customers by an interconnected system of transmission lines. Those remote communities not connected to this integrated system are served by small local generating plants.

Additional information about the utility and its **Power Smart conservation programs** can be obtained from local offices or the head office Information Centre at 663-2114.

BRITISH COLUMBIA LOTTERY CORPORATION CC 6

10760 Shellbridge Way
Richmond V6X 3H1
Phone 270-0649 FAX 276-6424

The British Columbia Lottery Corporation is the Crown corporation responsible for the **management** and **conduct** of government-sponsored lotteries in British Columbia. Policies are set by a board of directors appointed by the government of British Columbia.

Revenues from the sale of lottery tickets are forwarded to the **Ministry of the Provincial Secretary,** which administers the lottery funds through the **Lottery Grants Branch.** Lottery funds are used to support a variety of programs, including sports, culture, heritage, recreation and special projects.

Current lottery games include (product names):
Instant Scratch and Win (a variety of different games)
Provincial
Express
Lotto 6/49
Extra
B.C. KENO
Lotto B.C.
Breakopen (17 games)
Special Event ($20-ticket)
Sports Lotteries
Bingo Paper

B.C. PAVILION CORPORATION CC 7

600, 375 Water Street
Vancouver V6B 5C6
Phone 687-3800 FAX 681-9016

Committed to providing "The Best Event Experience in North America", the B.C. Pavilion Corporation features four unique facilities.

The corporation employs more than 120 full-time and 2,200 part-time employees, and generates $250 million annually in economic benefits to British Columbia. Its facilities have become an important part of British Columbia's profile, both at home and abroad.

The Vancouver Trade and Convention Centre, opened in 1987, has 21 meeting rooms for groups of eight or 800, 94,000 square feet of column-free exhibition space, and an adjoining 17,000 square feet of ballroom catering to 7,000 banquet guests or 10,000 reception guests. The centre is within walking distance of 6,700 hotel rooms, including 1,000 on site. For information call 641-1987.

The Robson Square Conference Centre, in the heart of Vancouver, provides two theatres for audiences of 300 to 350, eight conference rooms, and a ballroom capable of handling events for up to 1,100 guests. For information, call 660-2830.

B.C. Place Stadium is the world's largest domed stadium, with 60,000 seats and 247,000 square feet of exhibition space. The stadium is home to football, concerts, trade and consumer shows and special events. For information, call 669-2300.

The B.C. Transportation Museum in Cloverdale features more than 108 years of British Columbia history. From the first 1860 Cariboo freight wagon to John Lennon's Rolls Royce, the museum features 180 exhibits of cars, trucks, planes and transportation artifacts.

BRITISH COLUMBIA RAILWAY GROUP CC 8

Box 8770
Vancouver V6B 4X6
Phone 986-2012 FAX 984-5369

The group comprises three companies: British Columbia Railway Company, the holding company; BC Rail Ltd., the operating company; and BCR Properties Ltd., which owns and manages the group's non-operating real estate assets.

The group is principally engaged in the **transportation** of forest products, coal, ore concentrates, other natural resources and general freight. It is also involved in commercial **telecommunications, road transportation,** and railway engineering, operations and **management consulting** outside British Columbia.

BC Rail Ltd. owns and operates approximately 2,300 kilometres of trackage in British Columbia. It has **interline connections** to all rail-served points in North America.

BC SYSTEMS CORPORATION CC 9

4000 Seymour Place
Victoria V8X 4S8
Phone 389-3101 FAX 389-3916

601 West Broadway
Vancouver V5Z 4C2
Phone 873-3411

The BC Systems Corporation is a provincial Crown corporation providing **information technology services** for the public sector. Created in 1977 with the enactment of the System Act, BC Systems offers data processing, professional services and data and voice communications.

As a commercial, public enterprise, BC Systems Corporation provides integrated information technology solutions to assist public sector organizations in British Columbia to maintain and fundamentally improve the quality of service to the public.

The corporation's world-class **data centre** operation supports 40,000 users. The **data networks** link more than 20,000 terminal devices in over 100 cities and towns throughout British Columbia to approximately 100 host computers. In addition, the voice network supports approximately 40,000 **telephone** users.

BC Systems Corporation is also responsible for **BC OnLine**, an information service which provides electronic access to **government registry databases.** Lawyers, real estate agents, financial institutions, automobile dealers, other businesses and British Columbia ministries and Crown corporations use BC OnLine to access the Land Title Registry, Personal Property Security Registry, Manufactured Home Registry and the Companies Registry. This service operates from 8:00 a.m. to 8:00 p.m. (Pacific Time) Monday through Saturday. Fees charged are lower than those for accessing the information over the counter in the registry offices. For more information call 1-800-663-6102 (toll free) in British Columbia; out of province call 604-389-3232, or write to BC OnLine, 4000 Seymour Place, Victoria V8X 4S8.

B.C. TRADE DEVELOPMENT CORPORATION CC 10

730, 999 Canada Place
Vancouver V6C 3E1
Phone 844-1900 FAX 660-2457

To help businesses in British Columbia take better advantage of **export opportunities,** the provincial government created the B.C. Trade Development Corporation.

As a Crown agency, B.C. Trade operates under the guidance of a board of directors, whose members are primarily from the private sector. In addition, B.C. Trade is affiliated with the Ministry of Development, Trade and Tourism. This ministry's 10 foreign offices and network of international business contacts function as an ideal support system for B.C. Trade and its clients.

B.C. Trade's mandate is simple — to facilitate the export of British Columbia goods and services outside the province. That means helping companies increase their volume of exports; urging more companies to begin exporting; and increasing the general level of **export awareness** within the British Columbia business community.

B.C. Trade is responsible for the **British Columbia Business Network (BCBN)** which provides public access to a variety of government business and economic electronic databases. For more information, contact BCBN, 730, 999 Canada Place, Vancouver V6C 3E1, or call 1-800-667-4221 (toll free).

B.C. Trade is responsible for the **B.C. Business Info Centre**, the hub of a business information network that reaches into every part of the province. It is a service for established small businesses and those considering starting a small business. The centre has an extensive resource collection of over 25,000 items of business information. It includes consumer contacts, business education and business management training materials, video tapes and commercial intelligence files. The B.C. Business Info Centre also sells a variety of business related publications.

For more information contact local Business Information Centre (for list of Business Information Centres, see Ministry of Development, Trade and Tourism, DTT 20), or contact the B.C. Business Info Centre directly at 601 West Cordova Street, Vancouver V6B 1G1; phone 660-3900 or toll free within B.C. 1-800-972-2255; FAX 660-4166; Telex 04-55459.

B.C. Trade is also responsible for the **British Columbia Trade Showcase**, a permanent display of British Columbia export-ready products, services and technology.

At the showcase, British Columbia businesses are able to display their products, conduct business negotiations, and meet international buyers in a single convenient location in downtown Vancouver.

For information, contact the British Columbia Trade Showcase, 601 West Cordova Street, Vancouver V6B 1G1; phone 775-0374 or toll free within B.C. 1-800-665-2239; FAX 660-4166; Telex 04-55459.

BC TRANSIT CC 11

1200 West 73rd Avenue
Vancouver V6P 6M2
Phone 264-5000

For enquiries relating to transit outside Greater Vancouver, contact:
BC Transit
520 Gorge Road East
Victoria V8W 2P3
Phone 385-2551

BC Transit is a Crown corporation whose staff are dedicated to providing excellence in **public transit.**

BC Transit services range from the Lower Mainland's unique integrated **bus/SeaBus/SkyTrain network,** comprised of more than 1,000 vehicles, to the

paratransit services of the province's smaller communities. (Note: "paratransit" is a general term for transit services that are more flexible and more personal than conventional transit. Services include dial-a-bus, shared ride taxi and subscription bus services.) A **handyDART** network ensures mobility for disabled people throughout the province. In the Lower Mainland service area, BC Transit serves 1.5 million people spread over 1,500 square kilometres, the largest service area in Canada. Bus, SeaBus and SkyTrain carry approximately 416,000 passengers a day.

BC Transit's mission is to enhance the social and economic life of the communities it serves by providing safe, reliable, environmentally sound, effective public transit.

BRITISH COLUMBIA UTILITIES COMMISSION CC 12

Sixth Floor, 900 Howe Street
Box 250
Vancouver V6Z 2N3
Phone 660-4700 or 1-800-663-1385 (toll free)

The British Columbia Utilities Commission administers the Utilities Commission Act. Its main responsibility is to ensure that regulated utilities provide adequate service at fair rates. Regulated utilities include providers of light, heat, and power. These utilities must apply to the commission for approval to **change rates** or **services.**

At the direction of Cabinet, the commission also evaluates projects under the **Energy Review Process.** The evaluation includes public hearings, and generally results in a report being submitted to the Lieutenant-Governor in Council.

Decisions of the commission can be appealed only through the courts.

INSURANCE CORPORATION OF BRITISH COLUMBIA CC 13

151 West Esplanade
North Vancouver V7M 3H9
Phone 661-2800

Autoplan is the compulsory automobile insurance program introduced in British Columbia on March 1, 1974. Autoplan is operated under the Insurance (Motor Vehicle) Act and Regulation and is administered by the Insurance Corporation of British Columbia (ICBC).

ICBC is a self-supporting, user-pays, non-profit provincial Crown corporation. It cannot be selective in providing Autoplan insurance. Its mandate is to provide basic liability coverage and accident benefits to all vehicles required to be licensed in British Columbia.

Vehicles licensed in British Columbia are required by law to carry a minimum of $200,000 third party legal liability insurance; that is, protection against claims for bodily injury and property damage caused by the insured to others. This compulsory coverage provides a minimum of $200,000 to be shared among the victims of any motor vehicle accident that results in a valid claim against a British Columbia motorist.

Compulsory coverage also gives victims access to **"no-fault" accident benefits** whether or not the victim owns or operates a vehicle.

For additional information, call **Public Enquiries,** Vancouver and Lower Mainland, at 661-2800. In other areas of British Columbia, call 1-800-663-3051 (toll free).

JUSTICE INSTITUTE OF BRITISH COLUMBIA CC 14

4180 West Fourth Avenue
Vancouver V6R 4J5
Phone 222-7245 FAX 660-1875

The Justice Institute of British Columbia is a **post-secondary** educational institution established in 1978 to provide specialized training for the major components of the **justice and public safety system** in the province. These components include law enforcement, court management, correctional services, emergency health services, provincial emergency services and fire services. In addition, a range of interdisciplinary contract and tuition programs are offered to government personnel, community agency staff and volunteers, and other interested individuals.

The institute receives a core operating grant from the Ministry of Advanced Education, Training and Technology, and is governed by a board of directors.

In 1989-90 the institute registered over 26,000 students in over 950 courses.

OKANAGAN VALLEY TREE FRUIT AUTHORITY CC 15

Research Station, Box 6000
Summerland V0H 1Z0
Phone 494-5021 FAX 494-5024

The purpose of the corporation is to ensure an efficient and co-ordinated approach to the revitalization and transformation of the interior tree fruit industry. It also assists in the rehabilitation and improvement of orchard land and orchards, in the development and operation of programs to improve productivity of the tree fruit industry and in the marketability of tree fruit. In addition, the corporation will commission **applied research** into production and marketing, provide for the **training** of growers and farm workers, and assist growers, packing houses, processors and marketing enterprises by providing **advice.**

OTHER AGENCIES

BRITISH COLUMBIA ROUND TABLE ON THE ENVIRONMENT AND THE ECONOMY CC 16

The British Columbia Round Table on the Environment and the Economy, an independent group of 31 members representing environmental, industry, labour and Native interests, provides guidance to the government to help develop and implement a sustainable development strategy. Sustainable development is development that makes environmental considerations an integral component of economic development decisions.

The Round Table also oversees an extensive public consultation process to incorporate the views of the community at large into its recommendations.

For more information on the Round Table, call 1-800-665-7002 (toll free) or in Victoria call 387-5422.

CHILD AND YOUTH SECRETARIAT CC 17

The Child and Youth Secretariat co-ordinates and implements inter-ministry policy for children and youth. Its responsibilities include co-ordination of programs and services, implementation of policy and programs, and the review of recommendations contained in the Ombudsman's Report *Services to Children, Youth and their Families: The Need for Integration*. For more information on the Child and Youth Secretariat, call 356-0831.

SERVICE QUALITY B.C. CC 18

Service Quality B.C. is an initiative to promote customer service and quality management in the British Columbia public service. Service Quality B.C. was launched in September, 1990 by the Deputy Ministers' Council and is led by a Steering Committee of Deputy Ministers and senior executives from Crown corporations and the private sector. A Secretariat, Service Task Force and Service Quality Co-ordinators Council comprise the organizational structure of Service Quality B.C. For more information call the Service Quality B.C. Secretariat at 356-0878.

Provincial Government Publications

PROVINCIAL GOVERNMENT PUBLICATIONS

The following is a list of the most frequently requested government publications. In each case, the ministry that produces the publication is indicated. (For a key to ministry codes, *see* below.) Some of the titles listed on the following pages are available free; for others there is a charge. For information on a publication, or to obtain a publication, call the Public Affairs/ Communications Branch of the ministry.

Most government publications are available for viewing at the Legislative Library, Parliament Buildings, Victoria V8V 1X4, phone 387-6500, or at the University of British Columbia Library, Government Publications Division, Vancouver V6T 1W5, phone 822-2584.

Ministry Codes

Government of British Columbia	LEG
Advanced Education, Training and Technology	AETT
Agriculture, Fisheries and Food	AGRI
Attorney General	ATG
Development, Trade and Tourism	DTT
Education	EDUC
Energy, Mines and Petroleum Resources	EMPR
Environment	ENV
Finance and Corporate Relations	FIN
Forests	FOR
Health and Minister Responsible for Seniors	HLTH
Labour and Consumer Services	LABC
Lands and Parks	LP
Municipal Affairs, Recreation and Culture	MARC
Native Affairs	NATA
Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration	PSEC
Social Services and Housing	SSH
Solicitor General	SG
Transportation and Highways	THWY
Women's Programs and Government Services and Minister Responsible for Families	WPGS
Crown Corporations and Other Agencies	CC

1-800-VICTIMS — ATG
Aboriginal Peoples of British Columbia: A Profile — NATA
About Wills and Estates — ATG
Accommodations Guide — DTT
Action Challenge: Strategic Directions for Recreation — MARC
Adoption: Assistance for Children With Special Needs — SSH
Adoption: General Information — SSH
Adoption: Special Needs Children — SSH
AIDS — Being Responsible for Life — HLTH
Air Transport Assistance Program — THWY
Aquatic and Arena Facility Review — MARC
Archaeological Field Research in British Columbia: An Annotated Bibliography — MARC
Arts B.C. (newsletter) — MARC
At Home: Assistance to Children with Severe Disabilities — SSH
Avalanche Control: Maintaining Safe Roads — THWY
Baby's First Foods — HLTH
Bail in B.C.: Some Basic Information — ATG
Be Safe Buy Safe — MARC
Bill 11: School Amendment Act 1990. Highlights of School Finance Legislation — EDUC
Birds of British Columbia — MARC
Bowron Lake Provincial Park — LP
British Columbia Ambulance Service — HLTH
British Columbia Archaeological Impact Assessment Guidelines — MARC
British Columbia Archaeological Resource Management Book — MARC
British Columbia Building Code Change Process: Change Proposals for the 1990 B.C. Building Code — MARC
British Columbia Designated Heritage Sites Registry (annual) — MARC
British Columbia Economic Accounts 1961 - 1989 — FIN
British Columbia Economic and Statistical Review — FIN
B.C. Electrical Code — MARC
B.C. Electrical Safety Bulletins — MARC
B.C. Freshwater Fishing Regulations Synopsis — ENV
B.C. Guidelines for Mineral Exploration — EMPR
British Columbia Major Projects Inventory — DTT
British Columbia Manufacturers' Directory — DTT, FIN
B.C. Meeting Market Study — DTT
B.C. Mineral Tax Act — EMPR
British Columbia Population Forecast 1990 - 2016 — FIN
British Columbia Prospectus — FIN
British Columbia Public Libraries Statistics — MARC
British Columbia Regional Index — DTT, FIN
British Columbia Road Map and Parks Guide — LP
B.C. Talks Business (magazine) — DTT
British Columbia Tourism Development Handbook — DTT

Budget Speech — FIN
Budget — FIN
Bugaboo Glacier Provincial Park and Alpine Recreation Area — LP
Building a New Highway — From Concept to Completion — THWY
Building Standards Bulletin — MARC
Business Expansion Program — DTT
Business Formations and Failures — FIN
Business Indicators — FIN
Business Services Catalogue — DTT
Business Start Up Program — DTT
Buttercups, Waterlilies and Their Relatives — MARC
Cape Scott Provincial Park — LP
Career With Us — SSH
Carmanah Pacific Park — LP
Carp Lake Provincial Park — LP
Cathedral Provincial Park — LP
Changes in Education (a guide for parents) — EDUC
Children in the Primary Years: A Time of Wonder — EDUC
Choices — AETT
Choosing the Right Sport Surface — MARC
Coastal Marine Parks of British Columbia — LP
Code Interpretations — MARC
Communicator (newsletter) — NATA
Community Living — SSH
Consumer Assistance Directory — LABC
Consumer Guide to Credit and Debt — LABC
Consumer Price Index — FIN
Contacts in Education (a directory of the B.C. education community) — EDUC
Contracts Planned for Tendering — THWY
Coquihalla Rates and Information — THWY
CourtLink — ATG
Cultural Services Branch Awards — MARC
Cultural Services Branch Programs — MARC
Cultus Lake Provincial Park — LP
Current Statistics — FIN
Cypress Provincial Park — LP
Day Care Grants — SSH
Day Care Subsidy Program — SSH
Dealing With Breaking and Entering — ATG
Dealing With Sudden Death — ATG
Deemed Conviction: What Does It Mean? — ATG
Distance Learning Guidebook — EDUC
Divorce in B.C.: A Guide — ATG
Earnings and Employment Trends — FIN
Ecological Reserves in British Columbia — LP

Economic Statistics Report — FIN
Educational Assistance Fund (brochure for former wards) — ATG
Electrical Safety Information for the Home — MARC
Electrical Safety Matters — MARC
Electrical Work Regulation Update — MARC
Elevating Devices Safety Act & Regulation — MARC
Elevator Contractor Licence Procedures — MARC
Elk Lakes Provincial Park — LP
Employee Investment Program — DTT
Employee Orientation Handbook — FIN
Employment Plus: Community Tourism Employment Training Program — SSH
Employment Plus: Employment Opportunity Program — SSH
Employment Standards Information Bulletin — LABC
Energy for Enterprise — EMPR
Energy Market Update — EMPR
Environment News — ENV
Equity Capital Program — DTT
Establishing an International Financial Business in Vancouver — FIN
Estimates — FIN
Exploring Business Opportunities — DTT
Exports — FIN
Extension Cord Safety — MARC
Facts about Aluminum Wiring in the Home — MARC
Family Law: Searching for your Missing Partner — ATG
Family Maintenance Enforcement Program: Information for Debtors — ATG
Family Maintenance Enforcement Program: Information for Enrolled Creditors — ATG
Family Maintenance Enforcement Program: Notice of Attachment — ATG
Family Maintenance Enforcement Program: We Owe It To Our Children — ATG
Ferries Book (a history of ferries in British Columbia) — THWY
First Anniversary Status Report (Family Maintenance Enforcement Program) — ATG
Fishing Lodges and Resorts in B.C. — DTT
Five-Year Plan for Science and Technology: 1990 - 1995 — AETT
For Your Info: What You Should Know About Private Training Institutions — AETT
Forming a Captive Insurance Company — FIN
Foster Care: Do You Have What It Takes? — SSH
Frontier to Freeway (a history of roads and bridges in British Columbia) — THWY
Garibaldi Provincial Park — LP
General Requirements for the Approval of Electrical Equipment — MARC
Going Public — FIN
Golden Ears Provincial Park — LP
Goldstream Provincial Park — LP

Golf Tourism in B.C. — DTT
Guide Outfitters in B.C.: Opportunity Analysis (final report and summary) — DTT
Guide to Corporate and Business Names — FIN
Guide to Foster Care In British Columbia, 1988 — SSH
Guide to Property Purchase Tax — FIN
Hansard (Official Report of the Debates of the Legislative Assembly) — LEG
Health Files (series dealing with childhood immunizations and a variety of specific public health issues) — HLTH
Help a Child to Move Ahead — SSH
Helpline for Children — SSH
High-Speed Passenger Ferries Feasibility Study — THWY
Histories, Territories and Laws of the Kitwancoot — MARC
Home-Based Business Exhibitor's Handbook — DTT
Home-Based Business Manual: Starting Your Home-Based Business — DTT
Home-Based Business Program — DTT
Hospital Benefits for British Columbians — HLTH
How you can help manage the financial and legal affairs for someone who is physically or mentally disabled — ATG
Immigration Highlights — FIN
Independent Business Handbook — DTT
Independent School Act Regulations — EDUC
Independent School Act — EDUC
Infant Development Program — SSH
Information for Seniors: Your Guide to Programs and Benefits in British Columbia — HLTH
Information Update on Land Claims — NATA
Inland Ferry Schedule — THWY
Insider Reports — FIN
Inter-Ministry Child Abuse Handbook, 1989 — SSH
Interim Financial Statements of the Comptroller General — FIN
Investment for the Future: Financial Assistance for Advanced Education Students — AETT
Investment Matching Program — DTT
Jury Duty (French and English versions) — ATG
Kokanee Creek Provincial Park — LP
Kokanee Glacier Provincial Park — LP
Labour Force Survey — FIN
Land Tax Deferment Program — FIN
Legacy for Learners: Report of the Royal Commission on Education, 1988 — EDUC
Legacy for Learners: Summary of the Report of the Royal Commission on Education, 1988 — EDUC
Legal Perspectives — ATG
Licensing and Regulations for B.C. Business — DTT
Linking Youth with B.C.'s Government — AETT

Mammals of British Columbia — MARC
Mandate for the School System — EDUC
Manning Provincial Park — LP
Marketing and Development Plan for Fresh Water Fishing Resorts in B.C. — DTT
Medical and Hospital Coverage Outside British Columbia — HLTH
Migration Highlights — FIN
Mine Development Review Process — EMPR
Mineral and Energy Resource Management for B.C.'s Protected Areas — EMPR
Mineral Market Update — EMPR
Mineral Titles 2000 Project — EMPR
Ministry of Native Affairs — NATA
Mortgage Assistance Program (MAP) — FIN
Mount Assiniboine Provincial Park — LP
Mount Edziza Provincial Park and Recreation Area — LP
Mount Robson Provincial Park — LP
Mount Seymour Provincial Park — LP
Moving Forward: Initiatives for Women in British Columbia — WPGS
Municipal Statistics (annual) — MARC
Naikoon Provincial Park — LP
Name Approval Guidelines — FIN
Natural Gas Market Update — EMPR
New Directions for Local Government Finance: The Next Steps (Parts 1, 2 & 3) — MARC
New Directions for the 1990s — Energy Policy — EMPR
New Foundation for Regional Government (bulletin) — MARC
New Framework for Residential School Property Taxes in British Columbia (pamphlet) — EDUC
Newcastle Island Provincial Marine Park — LP
Newcomers Guide to Resources and Services in British Columbia — PSEC
Oil and Gas Statistics — EMPR
Operating an Independent Manufacturing Business — DTT
Operating an Independent Retail Business — DTT
Operating an Independent Service Business — DTT
Parent's Guide to Selecting and Monitoring Informal Day Care Arrangements — SSH
Parent's Guide for Selecting Day Care Facilities — HLTH
Parks of British Columbia and the Yukon — LP
Peace Arch Provincial Park — LP
Petroleum and Natural Gas Tenure System — EMPR
Play it Safe — Update home electrical protection with GFCI's — MARC
Policy Directions (result of Sullivan Royal Commission Report) — EDUC
Political Contributions Guide — FIN
Ports Policy for British Columbia — THWY
Postings (Province of British Columbia Employment Opportunities) — FIN

POWA: Program for Older Worker Adjustment — AETT
Preparing a Business Plan — DTT
Preparing a Cash Flow — DTT
Princess Louisa Provincial Park (The Legend of Princess Louisa Inlet) — LP
Private Committees — ATG
Profile of Electoral Districts — FIN
Programs for Independence (rate card) — SSH
Programs for Independence: Assistance to Employment — SSH
Programs for Independence: Employment and Training Opportunities — SSH
Programs for Independence: Family Maintenance Services — SSH
Programs for Independence: General Information — SSH
Programs for Independence: How to Apply for Benefits — SSH
Programs for Independence: Your Right to Appeal — SSH
Programs for Independence: Your Rights and Responsibilities — SSH
Protecting Our Children — SSH
Provincial Park Fees — LP
Provincial Parks of Northern British Columbia — LP
Provincial Parks of the Cariboo - Shuswap - Okanagan — LP
Provincial Parks of the Kootenays — LP
Provincial Parks of the Lower Mainland — LP
Provincial Parks of the Shuswap — LP
Public Accounts of British Columbia — FIN
Public and Independent Schools Book (a complete listing of schools and principals) — EDUC
Public Consultation Process — THWY
Public Library Legislation: A Proposal for Public Review — MARC
Public School Funding in British Columbia (pamphlet) — EDUC
Quarterly Financial Reports — FIN
Questions About AIDS in the Workplace — HLTH
Reconnect: Services for Street Kids — SSH
Recruitment in the British Columbia Public Service — FIN
Regional District in British Columbia (leaflet) — MARC
Regional Population Estimates and Projections — FIN
Registration and Search Guide — FIN
Renting in British Columbia — Your Rights and Responsibilities — LABC
Report of the Advisory Council on Community-Based Services for Women — WPGS
Report of the Task Force on Child Care — WPGS
Resource Roads Brochure — THWY
Robson Bight Ecological Reserve — LP
Rocks, Rigs & Roughnecks: British Columbia's Oil and Gas Story — MARC
Roderik Haig-Brown Provincial Park — LP
Rural Crown Land and Property Taxes — FIN
SAFER: Shelter Aid for Elderly Renters — SSH
School Act Regulations and Ministerial Orders — EDUC
School Act — EDUC

School Facilities in British Columbia: An investment in our communities and their future (pamphlet) — EDUC
School Finance '90: Changes to the School Finance System — EDUC
Schools Education Facts (pamphlet) — EDUC
Science and Technology in British Columbia: People Make a Difference — AETT
Seasonal Load Restrictions — THWY
Senewlets: Culture History of the Nanaimo Coast Salish and the False Narrows Midden — MARC
Senior Citizen Counsellors — SSH
Seniors Supplement — SSH
Services for People with Mental Handicaps — SSH
Services to Children, Youth and their Families: The Need for Integration — CC
Sexual Assault — ATG
Shuswap Lake Provincial Park — LP
Small Business Assistance Program — DTT
Small Business in B.C. 1979-1989: A Decade of Change — DTT
Small Claims Court (brochure); A six-booklet package on taking a civil case to small claims court is also available — ATG
Small Ship Cruising in B.C. — DTT
Spatsizi Provincial Park — LP
Sport and Recreation Grants (annual) — MARC
Sport Field Maintenance and Standards — MARC
Sport Funding Guidelines and Procedures (manual) — MARC
Sport Macroscope: A Planning and Evaluation Tool to Help Provincial Sport Organizations and the Province Enhance Sport Development in B.C. — MARC
Standard for Overhead Line Construction — MARC
Standards of Conduct — FIN
Statistics Relating to Regional and Municipal Governments in British Columbia (annual) — MARC
Strathcona Provincial Park — LP
Suggestion Awards Program — FIN
Sunshine Coast Provincial Park — LP
Superannuation Commission Annual Reports — WPGS
Supplement to the Estimates — FIN
Sustainable Mineral Development — EMPR
Talking to Children About AIDS — HLTH
Thirty Years of Effort: A History of the Provincial Capital Commission 1956 - 1986 — FIN
Thompson Ethnobotany: Knowledge and Usage of Plants by the Thompson Indians of British Columbia — MARC
Top of the World Provincial Park — LP
Toward Heritage Legislation: A Proposal for Public Review — MARC
Track & Field Facility Standards and Guidelines — MARC
Training and Development for Your Community — Training and Enterprise Centre Network — AETT

Treasury Management — FIN
Tweedsmuir Provincial Park (North) — LP
Tweedsmuir Provincial Park (South) — LP
Understanding Rural Property Taxes — FIN
Valhalla Provincial Park — LP
Vascular Plants of British Columbia — MARC
Vertebrates of British Columbia — MARC
Victim Assistance Programs of British Columbia: 1989 - 1991 — ATG
Victim Services News — ATG
Victims of Crime — ATG
Visitor '89 (full report and nine regional reports) — DTT
Volunteer Management — ATG
Warning Electrical Cord Connectors — MARC
We Need Parents Who Can Foster Traditions as Well as Children — SSH
Wells Gray Provincial Park — LP
What is Pharmacare? — HLTH
Wheelchair Housing Registry — SSH
When Crime Touches You — ATG
White Bears and Other Curiosities: The First 100 Years of the Royal British Columbia Museum — MARC
Wife Assault — ATG
Wildlife Viewing in B.C. — DTT
Winter Road Maintenance — THWY
Working Plan: A plan to implement policy directions — EDUC
Working Together (regional newsletters) — DTT
Year 2000 Highlights — EDUC
Year 2000: A Framework For Learning — EDUC
Your Better Health (magazine) — HLTH
Your Choice — MARC
Your Rights Under Expropriation — ATG
Your Trial in French (bilingual) — ATG

Provincial Government Acts

PROVINCIAL GOVERNMENT ACTS

The following is a comprehensive list of all statutes of British Columbia as provided by the Registrar of Regulations in the Legislative Council Office. The list is updated to April 17, 1991 and is subject to change. In each case, the ministry responsible for the Act is indicated. (For a key to ministry codes, *see* below.)

All British Columbia government Acts are available for viewing at the Legislative Library, Parliament Buildings, Victoria V8V 1X4, phone 387-6500, and at major public libraries throughout the province. Copies of Acts can be purchased from Crown Publications Inc., 546 Yates Street, Victoria V8V 1K3, phone 356-7034. They can also be ordered through Government Agent offices. (For a list of Government Agent offices, *see* Ministry of Development, Trade and Tourism, DTT 43).

Ministry Codes

Government of British Columbia	LEG
Advanced Education, Training and Technology	AETT
Agriculture, Fisheries and Food	AGRI
Attorney General	ATG
Development, Trade and Tourism	DTT
Education	EDUC
Energy, Mines and Petroleum Resources	EMPR
Environment	ENV
Finance and Corporate Relations	FIN
Forests	FOR
Health and Minister Responsible for Seniors	HLTH
Labour and Consumer Services	LABC
Lands and Parks	LP
Municipal Affairs, Recreation and Culture	MARC
Native Affairs	NATA
Provincial Secretary and Ministry Responsible for Multiculturalism and Immigration	PSEC
Social Services and Housing	SSH
Solicitor General	SG
Transportation and Highways	THWY
Women's Programs and Government Services and Minister Responsible for Families	WPGS
Crown Corporations and Other Agencies	CC

Accelerated Park Development Act (to be repealed) — FIN
Accountants (Certified General) Act — AETT
Accountants (Chartered) Act — AETT
Accountants (Management) Act — AETT
Adoption Act — SSH
Age of Majority Act — ATG
Agricultural and Rural Development (B.C.) Act — AGRI
Agricultural Credit Act — AGRI
Agricultural Land Commission Act — AGRI
Agricultural Produce Grading Act — AGRI
Agriculture Protection Act — AGRI
Agrologists Act — AGRI
Anatomy Act — HLTH
Animal Disease Control Act — AGRI
Applied Science Technologists and Technicians Act — AETT
Apprenticeship Act — AETT
Architects (Landscape) Act — AETT
Architects Act — AETT
Assessment Act — MARC
Assessment Authority Act — MARC
Attorney General Act (except section 2 (e) or (h) re: Police, Coroners, Racing Commission, Film Classification, O/C Patients Review Board, Parole Board, Motion Picture Appeal Board, Public Gaming Branch, Gaming Commission) — ATG
Attorney General Act (section 2 (e) or (h))— SG
Auditor General Act — FIN
Barbers Act — AETT
Bee Act — AGRI
Blind Persons Contribution Act — PSEC
Bonding Act — FIN
Boom Chain Brand Act — FOR
Boundary Act — LP
British Columbia Buildings Corporation Act — WPGS
British Columbia Corporation Income Tax Act, 1949 (to Dec. 30, 1952) — FIN
British Columbia Day Act — PSEC
British Columbia Enterprise Corporation Act — DTT
British Columbia Enterprise Corporation Financial Restructuring Act — FIN
British Columbia Enterprise Corporation Loan Privatization Act — FIN
British Columbia Feed-grain Assistance Act (not in force) — AGRI
British Columbia Health Research Foundation Act — HLTH
British Columbia Railway Act — THWY
British Columbia Railway Finance Act — FIN
British Columbia Transit Act — THWY
British Columbia Wine Act — AGRI
Budget Measures Implementation Act, 1990 — FIN

Builders Lien Act — ATG
Building Safety Standards Act — MARC
Canada-British Columbia Potato-Warehouse Construction Assistance Act (to be repealed) — AGRI
Capital Commission Act — FIN
Carmanah Pacific Park Act — FOR
Carriers Act — THWY
Cattle Horn Act — AGRI
Cemetery and Funeral Services Act (proclaimed Feb. 9, 1990) — LABC
Cemetery Company Act (to be repealed) — LABC
Chiropractors Act — HLTH
Civil Rights Protection Act — ATG
Co-operative Association Act — FIN
Coal Act — EMPR
College and Institute Act — AETT
Commercial Appeals Commission Act — SG
Commercial Arbitration Act — ATG
Commercial River Rafting Safety Act — LP
Commercial Tenancy Act — ATG
Commercial Transport Act — SG
Commodity Contract Act (to be repealed) — FIN
Community Care Facility Act — HLTH
Community Regulation Act — HLTH
Community Resource Board Act — SSH
Company Act (except section 348) — FIN
Company Act (section 348) — ATG
Company Clauses Act — FIN
Compensation Fairness Act — FIN
Condominium Act (except all matters affecting the powers and duties of the Registrar of Titles) — FIN
Condominium Act (only powers and duties of Registrar of Titles) — ATG
Conflict of Laws Rules for Trusts Act (not effective yet) — ATG
Constitution Act — PSEC
Constitutional Amendment Approval Act — Premier
Constitutional Question Act — ATG
Consumer Protection Act — LABC
Continuing Care Act — HLTH
Coquihalla Highway Construction Acceleration Act — THWY
Coroners Act — SG
Corporation Capital Tax Act — FIN
Correction Act — SG
County Boundary Act — ATG
Court Agent Act — ATG
Court of Appeal Act — ATG
Court Order Enforcement Act — ATG
Court Order Interest Act — ATG

Court Rules Act — ATG
Credit Reporting Act — LABC
Credit Union Incorporation Act — FIN
Creditor Assistance Act — FIN
Creston Valley Wildlife Act — ENV
Criminal Code (Canada) (section 190)— SG
Criminal Injury Compensation Act — SG
Crown Counsel Act — AG
Crown Franchise Act — ATG
Crown Proceeding Act — ATG
Cultus Lake Park Act — MARC
Curfew Act — ATG
Dairy Industry (British Columbia) Act — AGRI
Debt Collection Act — LABC
Debtor Assistance Act — LABC
Deficit Repayment Act (to be repealed) — FIN
Dental Technicians and Denturists Act — HLTH
Dentists Act — HLTH
Development Corporation Act — DTT
Disciplinary Authority Protection Act — ATG
Document Disposal Act — PSEC
Dogwood, Rhododendron and Trillium Protection Act — PSEC
Douglas Day Act — PSEC
Drainage and Dyking Adjustment and Repeal, 1965 — ENV
Drainage, Ditch and Dyke Act — ENV
Dyke Maintenance Act — ENV
Dyking Assessment Adjustment Act — ENV
Dyking Authority Act — ENV
Ecological Reserve Act — LP
Economic Development Electricity Rate Act — EMPR
Educational Institution Capital Finance Act — FIN
Election Act — PSEC
Electoral Boundaries Commission Act — PSEC
Electoral Districts Act — PSEC
Electrical Safety Act — MARC
Elevating Devices Safety Act — MARC
Elevator Construction Industry Labour Disputes Act (to be repealed) — LABC
Emergency Program Act — SG
Employee Investment Act — DTT
Employment Development Act — FIN
Employment Standards Act — LABC
Energy Efficiency Act — EMPR
Engineers and Geoscientists Act — AETT
Environment and Land Use Act — ENV
Environment Management Act — ENV

Equity Investment Plan Act (not in force yet) — FIN
Escheat Act — ATG
Esquimalt and Nanaimo Railway Belt Tax Act — FIN
Estate Administration Act — ATG
Estates of Missing Persons Act — ATG
Evidence Act — ATG
Expo 86 Corporation Act — DTT
Expropriation Act — ATG
Family and Child Service Act — SSH
Family Compensation Act — ATG
Family Maintenance Enforcement Act — ATG
Family Relations Act (except section 3) — ATG
Family Relations Act (section 3) — SG
Farm Distress Assistance Act — AGRI
Farm Income Insurance Act — AGRI
Farm Product Industry Act — AGRI
Farmers' and Women's Institutes Act — AGRI
Farming and Fishing Industries Development Act — AGRI
Federal Courts Jurisdiction Act (to be repealed) — ATG
Ferry Act — THWY
Ferry Corporation Act — THWY
Financial Administration Act — FIN
Financial Disclosure Act — PSEC
Financial Information Act — FIN
Financial Institutions Act — FIN
Fire Department Act — LABC
Fire Services Act — MARC
Firearm Act — SG
Fireworks Act — MARC
First Citizens of British Columbia Corporation Act (not effective yet) — NATA
First People's Heritage, Language and Culture Act — NATA
Fish Inspection Act — AGRI
Fisheries Act — AGRI
Flood Relief Act — SG
Food Choice and Disclosure Act — AGRI
Food Products Standards Act — AGRI
Foreign Arbitral Awards Act — ATG
Foreign Money Claims Act (not effective yet) — ATG
Forensic Psychiatry Act — HLTH
Forest Act — FOR
Forest Stand Management Fund Act — FOR
Foresters Act — FOR
Fort Nelson Indian Reserve Minerals Revenue Sharing Act — EMPR
Fraudulent Conveyance Act — ATG
Fraudulent Preference Act — ATG

Frustrated Contract Act — ATG
Fuel Tax Validation Act — FIN
Fur Farm Act — AGRI
Game Farm Act (not effective yet) — AGRI
Gas Safety Act — MARC
Gas Utility Act — EMPR
Geothermal Resources Act — EMPR
Good Samaritan Act — ATG
Grasshopper Control Act — AGRI
Greenbelt Act — LP
Guaranteed Available Income for Need Act — SSH
Guide Animal Act — LABC
Hairdressers Act — AETT
Hazardous Waste Management Corporation Act (repealed Sep. 1, 1995) — ENV
Health Act — HLTH
Health Cost Stabilization Act (to be repealed) — HLTH
Health Emergency Act — HLTH
Health Professions Act — HLTH
Hearing Aid Act — HLTH
Heritage Conservation Act — MARC
Highway (Industrial) Act — THWY
Highway Act — THWY
Highway Scenic Improvement Act — THWY
Holiday Shopping Regulation Act — ATG
Home Conversion and Leasehold Loan Act (to be repealed) — FIN
Home Mortgage Assistance Program Act — FIN
Home Owner Grant Act — MARC
Home Purchase Assistance Act (to be repealed) — FIN
Homeowner Interest Assistance Act (to be repealed) — FIN
Homestead Act — ATG
Horse Racing Act — SG
Horse Racing Tax Act — FIN
Hospital (Auxiliary) Act — HLTH
Hospital Act — HLTH
Hospital Corporations Act — HLTH
Hospital District Act — HLTH
Hospital District Finance Act — FIN
Hospital Insurance Act — HLTH
Hospital Services Collective Agreement Act (to be repealed) — LABC
Hospitals Amalgamation Act (spent) — HLTH
Hotel Guest Registration Act — DTT
Hotel Keepers Act — DTT
Hotel Room Tax Act — FIN
Housing and Employment Development Financing Act (not effective yet) — FIN

Housing Construction (Elderly Citizens) Act — FIN
Human Resource Facility Act — SSH
Human Rights Act — LABC
Human Tissue Gift Act — HLTH
Hydro and Power Authority Act — EMPR
Hydro and Power Authority Privatization Act — EMPR
Hydro Power Measures Act — EMPR
Income Tax Act — FIN
Independent School Act — EDUC
Indian Advisory Act — NATA
Indian Cut-off Lands Disputes Act — NATA
Indian Reserve Mineral Resource Act — EMPR
Indian Self Government Enabling Act — NATA
Industrial Development Act — ENV
Industrial Development Incentive Act — DTT
Industrial Operation Compensation Act — ENV
Industrial Relations Act — LABC
Infants Act — ATG
Inflation Control Act — LABC
Inquiry Act — PSEC
Institute of Technology Act — AETT
Insurance (Captive Company) Act — FIN
Insurance (Marine) Act — FIN
Insurance (Motor Vehicle) Act — SG
Insurance Act — FIN
Insurance Corporation Act — SG
Insurance for Crops Act — AGRI
Insurance Premium Tax Act — FIN
International Commercial Arbitration Act — DTT
International Financial Business (Tax Refund) Act — FIN
International Financial Business Act — FIN
International Sale of Goods Act (not effective yet) — ATG
International Trusts Act (not effective yet) — ATG
Interpretation Act — ATG
Islands Trust Act — MARC
Job Protection Act — DTT
Judicial Review Procedure Act — ATG
Jury Act — ATG
Justice Administration Act — ATG
Klondike National Historic Park Act — MARC
Kootenay Canal Land Acquisition Act — ENV
Labour Education Centre of British Columbia Act (not in force) — LABC
Labour Regulation Act — LABC
Land (Spouse Protection) Act — ATG
Land (Veterans) Act — LP
Land Act — LP

Land Settlement and Development Act (repealed) — LP
Land Survey Act — LP
Land Surveyors Act — LP
Land Tax Deferment Act — FIN
Land Title Act (except section 214 (1) (c)) — ATG
Land Title Act (section 214 (1) (c)) — LP
Land Title Inquiry Act — ATG
Land Transfer Form Act — ATG
Law and Equity Act — ATG
Law Reform Commission Act — ATG
Legal Profession Act — ATG
Legal Services Society Act — ATG
Legislative Assembly Allowances and Pension Act — WPGS
Legislative Assembly Board of Internal Economy Act — Speaker
Legislative Assembly Privilege Act — Speaker
Legislative Library Act — Speaker
Legislative Procedure Review Act — Speaker
Libby Dam Reservoir Act — ENV
Libel and Slander Act — ATG
Library Act — MARC
Limitation Act — ATG
Liquor Control and Licensing Act — LABC
Liquor Distribution Act — LABC
Litter Act — ENV
Livestock Act — AGRI
Livestock Brand Act — AGRI
Livestock Industry Act — AGRI
Livestock Lien Act — AGRI
Livestock Protection Act — AGRI
Livestock Public Sale Act — AGRI
Loan Authorization Cancellation Act — FIN
Local Services Act — MARC
Logging Tax Act — FIN
Lottery Act — PSEC
Lottery Corporation Act — PSEC
Low Interest Loan Assistance Revolving Fund Act — FIN
Manufactured Home Act — FIN
Manufactured Home Tax Act — MARC
Marriage Act — HLTH
Meat Inspection Act — AGRI
Medical Practitioners Act — HLTH
Medical Service Act — HLTH
Medical Service Plan Act, 1981 — HLTH
Members' Conflict of Interest Act — PSEC
Mental Health Act — HLTH
Metro Transit Collective Bargaining Assistance Act (to be repealed) — LABC

Metro Transit Operating Company Act (to be repealed) — THWY
Milk Industry Act — AGRI
Mine Development Assessment Act (not effective yet) — EMPR
Mineral Land Tax Act — EMPR
Mineral Prospectors Act — EMPR
Mineral Tax Act — EMPR
Mineral Tenure Act — EMPR
Mines Act — EMPR
Mining Right of Way Act — EMPR
Mining Tax Act — FIN
Ministry of Agriculture and Food Act — AGRI
Ministry of Consumer and Corporate Affairs Act (sections 3, 4 (a) re: consumer affairs, section 4 (b-d)) — LABC
Ministry of Consumer and Corporate Affairs Act (sections 3, 4 (a) re: corporate affairs) — FIN
Ministry of Energy, Mines and Petroleum Resources Act — EMPR
Ministry of Environment Act — ENV
Ministry of Forests Act — FOR
Ministry of Health Act — HLTH
Ministry of Industry and Small Business Development Act — DTT
Ministry of Intergovernmental Relations Act (section 3 (a, b)) — Premier
Ministry of International Business and Immigration Act — PSEC
Ministry of International Trade, Science and Investment Act (telecommunications) — WPGS
Ministry of Labour Act (except re: gas, electrical, elevating devices, boiler and pressure vessel safety and section 3 [e] [g]) — LABC
Ministry of Labour Act (re: gas, electrical, elevating devices, boiler and pressure vessel safety) — MARC
Ministry of Labour Act (section 3 [e] [g]) — AETT
Ministry of Lands, Parks and Housing Act (section 10) — SSH
Ministry of Lands, Parks and Housing Act (sections 2(3), 3(4), 5 (a, b, d), 6 – 8, 9 (1, 2 [a – c])) — LP
Ministry of Municipal Affairs Act — MARC
Ministry of Provincial Secretary and Government Services Act (sections 1, 4, 8) — WPGS
Ministry of Provincial Secretary and Government Services Act (sections 2, 3, 5, 6, 7) — PSEC
Ministry of Social Services and Housing Act — SSH
Ministry of Tourism Act — DTT
Ministry of Transportation and Highways Act (except sections 59, 61 – 67) — THWY
Ministry of Transportation and Highways Act (section 59) — PSEC
Ministry of Transportation and Highways Act (sections 61 – 67) — DTT
Mortgage Brokers Act — FIN
Motion Picture Act — SG
Motor Carrier Act (except section 52) — SG
Motor Carrier Act (section 52) — PSEC

Motor Dealer Act — LABC
Motor Fuel Tax Act — FIN
Motor Vehicle (All Terrain) Act — ENV
Motor Vehicle Act — SG
Multilevel Marketing Regulation Act — LABC
Municipal Act (except Part 20) — MARC
Municipal Act (Part 20) — ATG
Municipal Aid Act — MARC
Municipal Expenditure Restraint Act (to be repealed) — MARC
Municipal Finance Authority Act — MARC
Municipal Improvements Assistance Enabling Act — MARC
Municipalities Assistance Act — MARC
Municipalities Enabling and Validating Act — MARC
Museum Act — MARC
Mutual Fire Insurance Companies Act — FIN
Name Act — HLTH
National Cablevision Limited Transfer of Jurisdiction Act — ATG
Natural Gas Price Act — EMPR
Natural Products Marketing (B.C.) Act — AGRI
Naturopaths Act — HLTH
Negligence Act — ATG
New Westminster Redevelopment Act, 1989 — MARC
Notaries Act — ATG
Nurses (Licensed Practical) Act — HLTH
Nurses (Registered Psychiatric) Act — HLTH
Nurses (Registered) Act — HLTH
Occupiers Liability Act — ATG
Offence Act — ATG
Okanagan River Boundaries Settlement Act — LP
Okanagan Valley Tree Fruit Authority Act — AGRI
Ombudsman Act — ATG
Open Learning Agency Act — AETT
Optometrists Act — HLTH
Pacific National Exhibition Incorporation Act — DTT
Pacific North Coast Native Co-operative Act — FIN
Pacific Vocational Institute and British Columbia Institute of Technology Amalgamation Act — AETT
Park (Regional) Act — LP
Park Act — LP
Parole Act — SG
Partition of Property Act — ATG
Partnership Act — FIN
Patients Property Act — ATG
Pawnbrokers Act — ATG
Pension (College) Act — WPGS
Pension (Municipal) Act — WPGS

Pension (Public Service) Act — WPGS
Pension (Teachers) Act — WPGS
Pension Agreement Act — WPGS
Pension Benefits Standards Act — LABC
Pension Society Act — WPGS
Perpetuity Act — ATG
Personal Property Security Act — FIN
Pesticide Control Act — ENV
Petroleum and Natural Gas (Vancouver Island Railway Lands) Act — EMPR
Petroleum and Natural Gas Act — EMPR
Petroleum Corporation Act — EMPR
Petroleum Sales Act (spent) — FIN
Pharmacists Act (except sections 49 - 55) — HLTH
Pharmacists Act (sections 49 - 55) — AGRI
Physiotherapists Act — HLTH
Pipeline Act (except Part 7) — MARC
Pipeline Act (Part 7) — EMPR
Plant Protection Act — AGRI
Podiatrists Act — HLTH
Police Act — SG
Power Act — EMPR
Power Development Act (spent) — FIN
Power Engineers and Boiler and Pressure Vessel Safety Act — MARC
Power of Appointment Act — ATG
Power of Attorney Act — ATG
Premiers' Advisory Council for Persons with Disabilities Act — PSEC
Prevention of Cruelty to Animals Act — AGRI
Privacy Act — ATG
Private Investigators and Security Agencies Act — SG
Private Post-Secondary Education Act (not effective yet) — AETT
Privatization Benefits Fund Act — FIN
Probate Recognition Act — ATG
Property Law Act — ATG
Property Purchase Tax Act — FIN
Provincial Court Act — ATG
Provincial Home Acquisition Act (no new loans after 1976; to be repealed) — FIN
Provincial Symbols and Honours Act — PSEC
Provincial-Municipal Partnership (Taxation Measures) Act — FIN
Provincial-Municipal Partnership Act — MARC
Psychologists Act — HLTH
Public Service Act (except sections 7-11, 17) — FIN
Public Service Act (sections 7-11, 17) — PSEC
Public Service Benefit Plan Act — WPGS
Public Service Bonding Act — FIN
Public Service Labour Relations Act — WPGS

Public Toilet Act — HLTH
Public Trustee Act — ATG
Purchasing Commission Act — WPGS
Queen's Counsel Act — ATG
Queen's Printer Act — WPGS
Railway Act (section 33) — LP
Railway Act (sections 1-14, 26, 27, 29-32, 34-149, 151, 163, 164, 173(2), 174, 175, 186, 187, 195-199, 200(1, 3, 4), 201, 202, 206, 207, 213 (1-3), 214-260, 269-278, 279(2), 281, 287(1) (d, e), 288, 296) — THWY
Railway Act (sections 15-25, 28, 150, 152-162, 165-173 (1), 176-185, 188-194, 200 (2), 203-205, 208-212, 213 (4), 261-268, 279 (1, 3) 280, 282-286, 287 (1) (a-c, f-k), 287 (2-5), 289-295) — MARC
Railway and Ferries Bargaining Assistance Act (obsolete) — LABC
Range Act — FOR
Rate Increase Restraint Act — FIN
Real Estate Act — FIN
Recreational Facility Act — MARC
Referendum Act — PSEC
Refugee Settlement Act — LABC
Regulations Act — ATG
Rent Distress Act — ATG
Repairers Lien Act — FIN
Residence and Responsibility Act — SSH
Residential Property Tax Increase Limitation Act, 1989 — MARC
Residential Tenancy Act — LABC
Resort Municipality of Whistler Act — MARC
Revenue Sharing Act — MARC
Riverbank Protection Act — THWY
Safety Engineering Services Act (obsolete, not in force, to be repealed) — LABC
Sale of Goods Act — LABC
Sales on Consignment Act — ATG
Scholarship Act — PSEC
School Act — EDUC
School District Capital Finance Act — FIN
Science and Technology Fund Act — AETT
Science Council Act — AETT
Sechelt Indian Government District Enabling Act (except section 4) — NATA
Sechelt Indian Government District Enabling Act (section 4) — MARC
Sechelt Indian Government District Home Owner Grant Act — MARC
Securities (Forged Transfer) Act — FIN
Securities Act — FIN
Seed Grower Act — AGRI
Seed Potato Act — AGRI
Senatorial Selection Act — PSEC
Senior Citizen Automobile Insurance Grant Act — AGRI

Seniors Advisory Council Act — HLTH
Shelter Aid for Elderly Renters Act — SSH
Sheriff Act — ATG
Skagit Environmental Enhancement Act — ENV
Small Business Development Act — FIN
Small Business Venture Capital Act — DTT
Small Claims Act — ATG
Social Service Tax Act — FIN
Social Workers Act — SSH
Society Act — FIN
Soil Conservation Act — AGRI
Soldiers' Land Act — LP
South Moresby Implementation Account Act — FOR
Special Accounts Appropriation and Control Act (except section 6) — FIN
Special Accounts Appropriation and Control Act (section 6) — NATA
Special Appropriations Act — FIN
Special Enterprise Zone and Tax Relief Act — DTT
Special Purpose Appropriation Act, 1979 & 1980 — FIN
Statistics Act — FIN
Statute Revision Act — ATG
Statute Uniformity Act — ATG
Subpoena (Interprovincial) Act — ATG
Supply Act (annual) — FIN
Supreme Court Act — ATG
Survivorship and Presumption of Death Act — ATG
Sustainable Environment Fund Act — ENV
Synthetic Food Products Act — AGRI
System Act — WPGS
Taxation (Rural Area) Act — FIN
Taxpayer Protection Act — FIN
Teaching Profession Act — EDUC
Telephone (Rural) Act — WPGS
Threshers' Lien Act (obsolete) — AGRI
Tobacco Product Act — HLTH
Tobacco Tax Act — FIN
Tourist Accommodation (Assessment Relief) Act — FIN
Trade and Convention Centre Act — WPGS
Trade Development Corporation Act — DTT
Trade Practice Act — LABC
Trading Stamp Act — LABC
Traffic Victims Indemnity Fund Repeal Act — AGRI
Transport of Dangerous Goods Act — SG
Transportation Capital Funding Act — THWY
Travel Agents Act — LABC
Travel Regulation Act — DTT
Trespass Act — ATG

Trinity Western University Foundation Act — AETT
Trust and Settlement Variation Act — ATG
Trustee (Church Property) Act — ATG
Trustee Act — ATG
Tugboat Worker Lien Act — FIN
Unclaimed Money Act — FIN
Unemployment Relief Act — SSH
Universities Real Estate Development Corporation Act (except section 14) (not in force) — FIN
Universities Real Estate Development Corporation Act (section 14) (not in force) — LP
University Act — AETT
University Endowment Land Act (except sections 1 (1) (a, c) and 2 (1) (b)) — MARC
University Endowment Land Act (sections 1 (1) (a, c) and 2 (1) (b)) — LP
University Endowment Land Park Act — LP
University Foundations Act — AETT
University of Northern British Columbia Act — AETT
Utilities Commission Act — EMPR
Vancouver Centennial Celebration Act — PSEC
Vancouver Charter — MARC
Vancouver General Hospital Act — HLTH
Vancouver Island Natural Gas Pipeline Act — EMPR
Vancouver Stock Exchange Act — FIN
Venereal Disease Act — HLTH
Veterinarians Act — AGRI
Veterinary Laboratory Act — AGRI
Victims' Rights and Services Act — SG
Village Municipalities Assistance Act (obsolete) — FIN
Vital Statistics Act — HLTH
Wage (Public Construction Act) — LABC
Warehouse Lien Act — FIN
Warehouse Receipt Act — FIN
Waste Management Act — ENV
Water Act — ENV
Water Utility Act — ENV
Weather Modification Act — ENV
Weed Control Act — AGRI
West Coast National Park Act — LP
West Kootenay Schools Collective Bargaining Assistance Act (to be repealed) — LABC
Westar Group Ltd. Special Provisions Act — PSEC
Wildlife Act — ENV
Wills Act (except part 2) — ATG
Wills Act (part 2) — HLTH
Wills Variation Act — ATG

Woodworker Lien Act — FIN
Workers' Compensation Act (except section 3(6))— LABC
Workers' Compensation Act (section 3(6))— AETT
Workplace Act — LABC
Young Offenders (British Columbia) Act — ATG